

Title: Shop Foreman

Job Number:  
NFISD-00 2-0000788

Organization:  
Central Administration

Department:  
Transportation

Job Category:  
Support

Job Goals:  
Perform major and minor mechanical repairs with no supervision to ensure proper performance and safety of district vehicles. Supervise and assign work to be completed for mechanics and servicemen. Coordinate a safe and efficient maintenance program for district vehicles. Work on project assigned, following established procedures.

Qualifications:

- High School Diploma or GED
- Minimum four years experience as school bus/medium/heavy duty mechanic preferred.
  - Minimum three years supervisory training or equivalent experience in a related field
  - Minimum three years supervisory training or equivalent experience in a related field

Performance Responsibilities:

- At least four (8) of the ASE Automotive Certifications: A1-A8 or Medium/Heavy Duty truck. T1-T6 or S4, S5, S6 or S1-S7 School Bus Certification preferred or demonstrate proficiency in these areas
- Must furnish own tools
  - Must be able to pass a DOT physical and drug test
  - Acceptable driving record
  - Valid Texas commercial drivers license with a P-endorsement & S-endorsement of willingness to obtain within (45) days of employment
  - Possess or willing to obtain and maintain Texas School Bus

Conditions of Employment:  
240 days

Salary Range:  
Based upon NFISD compensation plan

Proposed Award Date:  
11/8/2011

Number of positions:  
1

**APPLICATION PROCEDURE:**

Apply Online @ <http://www.nfisd.org>

#### Certification

- Ability to diagnose passenger vehicles and school bus mechanical problems and perform repairs within a specified time frame with no supervision
- Ability to perform mechanical repairs, preventive maintenance, inspections and tire repair on medium and heavy duty commercial vehicles
- Ability to operate equipment and tools involved in vehicle repair
- Ability to lift 60 lbs. and move heavy equipment and vehicle parts
- Ability to operate the computer to minimize time in diagnosing a mechanical failure
- Ability to maintain accurate, updated records of preventive maintenance
- Must be able to work irregular hours as needed
- Must be willing to transport students as needed
- Must be willing to transport students as needed