



Gull Lake Community Schools  
Richland, Michigan

## JOB POSTING

### Temporary Bus Mechanic

November 19, 2018

**Job Summary:**

Under the direction of the Transportation Supervisor the Temporary Bus Mechanic will fill in for the Transportation Bus Mechanics and will maintain school buses and vehicles.

**Qualifications:****Required:**

- A. Must possess high school diploma or equivalent
- B. Have or willing to obtain CDL class B with C, P & S endorsement
- C. Good driving record
- D. Must have own tools
- E. Demonstrated successful written and communication skills

**Desired Characteristics:**

- A. Experience working to repair automotive and/or buses
- B. Minimum of two years experience in related field
- C. Ability to lift and carry heavy equipment
- D. Experience working in an educational environment
- E. Working knowledge of computers and basic data entry skills

**Duties:**

- A. Repair and maintain school buses and school vehicles
- B. Repair and maintain diesel engines
- C. Analyze engine performance and tune-ups as needed. Perform routine vehicle maintenance and preventative care
- D. Mount and dismount tires. Tires with rims are 300 lbs.
- E. Perform brake repairs on air brake systems
- F. Service all district vehicles including fueling, washing, fluid check and tire check
- G. Maintain garage area
- H. Ability to plan and organize; good work habits
- I. Perform other duties as assigned by administration

**STATEMENT OF NON-DISCRIMINATION**

The Board of Education does not discriminate on the basis of race, color, national origin, sex, including sexual orientation or transgender identity, disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information or any other legally protected category, in its programs and activities, including employment opportunities.

**CRIMINAL RECORDS CHECK**

In accordance with state law and board policy, no person shall be hired to work in contact with children prior to being fingerprinted and passing a criminal records review.

*The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.*

**Application Deadline: Until filled**

**Start Date:** ASAP, Monday – Friday, 8:30 a.m. to 5:30 p.m.

**Salary:** \$15.00 per hour

**Apply To:** Candidates who are qualified and wish to be considered for this position must submit an AppliTrack online application at [www.gulllakecs.org](http://www.gulllakecs.org) that includes a letter and resume.

**Questions:** Contact - Tonya Kammeraad, Human Resources  
tkammeraad@gulllakecs.org