

LYON COUNTY SCHOOL DISTRICT

Vehicle Mechanic

Job Group: Transportation

Classification: Classified

Terms of Employment: Pay Grade 30 on the Classified Staff Salary Schedule

FLSA STATUS: NON-EXEMPT

POSITION SUMMARY:

Under general supervision of the Transportation Operations Supervisor, reports to, receives guidance from, and assists the Vehicle Mechanic Lead. Inspects, troubleshoots, repairs, and overhauls various vehicles and heavy duty equipment.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

This list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Operates machinery related to the inspection, repair, and overhaul of vehicles/heavy duty equipment (i.e., brake lathe, steam cleaners, forklifts, computerized electronic test equipment, Shop equipment.).
2. Inspects and diagnoses malfunctions in vehicles/heavy duty equipment and determines method of repair.
3. Repairs, overhauls, and inspects vehicles/heavy duty equipment, (i.e., school buses, trucks, tractors, trailers, automobiles, construction equipment, etc.).
4. Diagnoses and repairs air conditioning and transports refrigeration systems.
5. Repairs or replaces front end and suspension components.
6. Overhauls or replaces computer control transmissions, differentials, carburetors, turbo chargers, gasoline and diesel engines, alternators, distributors, starters, pumps, air conditioning components, etc.
7. Diagnoses, troubleshoots, and repairs systems; electrical, computer controlled and passive restraint, (i.e., air bags, etc.).
8. Tunes engines for maximum operational efficiency.
9. Estimates time and material and records supplies and parts used.
10. Conducts road test of repaired vehicles.
11. Performs road service/repair calls as required or needed.
12. Diagnoses and repairs hydraulic systems, (i.e., rams, pumps, motors, booms, etc.).
13. Replaces windows and performs minor body repairs.
14. Performs minor welding and fabrication of parts as necessary.
15. Repairs brake systems to include air, hydraulic, and anti-lock systems.
16. Repairs wheel chair hydraulic lifts and truck lift gates.
17. Initiates and operates computer terminal to log in and out of work order system.
18. Repairs/maintains auxiliary engines and generators, air suspension systems, and heating systems.
19. Responsible for the safe handling and disposal of hazardous materials.
20. Conforms to safety standards as prescribed.
21. Attends periodic trainings and meetings.
22. Performs other tasks related to the position as assigned.
23. Performs wiring of audio and video surveillance systems and other electrical components on a school bus.
24. Be on call for emergency service calls 24 hours per day 7 days per week on the districts rotating on call schedule.

DISTINGUISHING CHARACTERISTICS: Involves inspecting, troubleshooting, diagnosing, performing major repairs, and overhauling of buses, trucks, cars, and other heavy-duty equipment. Based on identified business purposes,

night, weekend or on-call duty work schedules may be required.

KNOWLEDGE, SKILLS, AND ABILITIES (Position Expectations):

1. Knowledge of repair and overhaul practices and techniques for buses, trucks, cars, and other heavy-duty equipment.
2. Knowledge of vehicle preventive maintenance techniques.
3. Knowledge of alternative fuel technology.
4. Ability to diagnose and test for malfunctions in motor vehicles with complex computerized systems.
5. Ability to troubleshoot and repair air conditioning/heating and transport refrigeration units.
6. Ability to obtain air conditioning certification.
7. Ability to perform non-certified welding.
8. Ability to learn to operate a computer and software applications related to assignment.
9. Ability to obtain a Nevada Class B commercial driver's license with passenger endorsement within five months of hire date.
10. Ability to stay current on new products and procedures.
11. Ability to perform repairs on air, hydraulic and anti-lock systems.
12. Ability to interpret manuals and schematics.
13. Ability to prepare and maintain accurate records.
14. Ability to work independently.
15. Ability to meet predetermined deadlines.
16. Ability to perform strenuous, physical work.
17. Ability to safely move and relocate heavy objects.
18. Ability to operate a two-way radio.
19. Ability to work flexible hours or shifts. May also require being on call after hours and weekends during the school session.
20. Ability to work in confined areas.
21. Ability to withstand heights and perform work safely.
22. Ability to work cooperatively with employees, other agencies, and the public.
23. Ability to recognize and report hazards and apply safe work methods.
24. Possess physical and mental stamina commensurate with the responsibilities of the position.
25. Ability to appropriately handle stress and interact with others, including supervisors, coworkers, students, and the community.
26. Regular and consistent punctuality and attendance are essential functions of the job.

POSITION REQUIREMENTS:

Education, Training, and Experience:

1. High school graduation or other equivalent, (i.e., GED, college, technical, or trade school, foreign equivalency, etc.).
2. Two (2) years of professional experience in repair and overhaul of buses, trucks, cars, and other heavy duty equipment.
3. Must have own set of tools at time of hire. (Journeyman level tools).
4. Safe driving record.

Licenses and Certificates:

1. Valid Nevada Class B or A commercial driver's license. (If valid Nevada Class B commercial driver's license is not in possession at time of application, a valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada must be in possession, and the Class B commercial license must be obtained within five (5) months of hire date). License must be maintained for the duration of the assignment.

2. Copy of current driving history issued by the Department of Motor Vehicles at time of interview prior to final selection.

Applicants/employees are subject to all aspects of mandatory drug and/or alcohol tests as required by law and/or District regulations and procedures.

Preferred Qualifications: Vocational/trade school (technical); gasoline and diesel engine experience; valid Class B commercial driver's license and Air Conditioning Certification at time of hire; knowledge of alternately fueled vehicles.

EXAMPLES OF ASSIGNED WORK AREAS: Lyon County School District facilities, roadside service, parking lots, etc.

WORK ENVIRONMENT:

Strength: Medium/heavy - Exert force 50-100 lbs., frequently; 25-50 lbs., occasionally; or 10-20 lbs., constantly; or a negligible amount of force to frequently lift, carry, push, pull, or move objects.

Physical Demands: Frequent sitting, standing, walking, pushing, pulling, stooping, kneeling, crouching, reaching, handling, repetitive fine motor activities, climbing, and balancing. Hearing and speech to communicate in person or over the telephone. Vision: Frequent near and far acuity, depth perception, focal length change, and color vision. Vision to read printed materials, a VDT screen, or other monitoring devices.

Environmental Conditions: Varies from a climate-controlled office setting to work outdoors with temperatures ranging from mild/moderate to extreme cold/heat. Exposure to noise levels ranging from moderate to loud for occasional to frequent time periods.

Hazards: Frequent exposure to fumes of vehicles and solvents. Furniture, playground/office equipment, communicable diseases, chemicals (as related to specific assignment), and power/hand-operated equipment and machinery (as related to specific assignment).

EXAMPLES OF EQUIPMENT/SUPPLIES USED TO PERFORM TASKS: Various vehicles and construction equipment, forklifts, steam cleaners, pressure and parts washer, engines, stands, lifting hoists, battery chargers, volt and injector testers, engine analyzer, pullers, drill press, brake bleeder, emissions tester, air tools, brake lathers, power and hand tools, computers, printers, etc.

PHYSICAL CAPACITY REQUIREMENTS FOR POSITION

(Mark with an X, leave blank where not applicable)

<i>ESSENTIAL FUNCTION</i>	<i>LESS THAN 25% OF TIME</i>	<i>25% TO 49% OF TIME</i>	<i>50% TO 74% OF TIME</i>	<i>75% TO 100% OF TIME</i>
Sitting			X	
Standing			X	
Walking			X	
Bending/Stooping/ Squatting/Twisting		X		
Crawling		X		
Kneeling		X		
Reaching above of body		X		
Reaching away from body		X		
Climbing Stairs	X			
Climbing while working (ladder, stools, roofs, poles)	X			
Balancing	X			
Lifting &/Or Carrying objects:		X		
Up to 50 Pounds or 1/3 Bodyweight	X			
Pushing		X		

Pulling		X		
Grasping/ Gripping		X		
Handling		X		
Applying Torque (arms)		X		
Fine Manipulation		X		
Repetitive Work			X	
Weight Bearings		X		
Typing, Keyboarding, or Entering Data			X	
Computer Monitor/ CRT			X	
Driving a Vehicle			X	
Working Alone			X	
Operating Machinery or Equipment:			X	
Heavy Equipment			X	
Vibrating Equipment			X	
Power Tools			X	
Machine/Electrical Hazards			X	
Ladders ≥ 6 Feet		X		
Personal Protective Equipment		X		
Respirator Use		X		
Work Conditions:		X		
High Noises		X		
Heights		X		
Confined Spaces		X		
Heat Stress		X		
Cold Stress		X		
UV Exposure		X		
Hazardous Chemical/Waste		X		
>8 Hrs Day		X		
Overtime/Irregular Hrs	X			
Senses:		X		
Eyes		X		
Visually Demanding Work		X		
Near Vision		X		
Far Vision		X		
Depth Perception		X		
Basic Color Discrimination		X		
Hearing Protection		X		
Speech Discrimination		X		
Audio Alarms		X		
Ability to Smell		X		

Equal Opportunity Employer

The Lyon County School District is an equal opportunity employer and will not knowingly discriminate in any area of employment. Those include discriminatory recruiting and hiring practices against any United States citizen or legal alien on the basis of race, color, creed, religion, sex, age, marital status, national or ethnic origin, disability, or any other protected class and shall extend to working conditions, training, promotion, and terms and conditions of employment.

Individuals with a disability who require reasonable accommodation(s) during any step of the screening process or who have questions about qualifications should notify a representative in Human Resources. Notification may be made in person, in writing, or by calling: (775) 463-6800.

I have read and understand the requirements of my job.

Employee Signature: _____ Date: _____

Administrator/Management Signature: _____ Date: _____