

OXNARD UNION HIGH SCHOOL DISTRICT

CLASS TITLE: VEHICLE AND EQUIPMENT MECHANIC II

DEFINITION:

Under the direction of the Transportation Supervisor, inspects, maintains, repairs and services District buses and other diesel-powered vehicles and equipment.

DISTINGUISHING CHARACTERISTICS:

The Vehicle and Equipment Mechanic II performs skilled duties in the maintenance and repair of buses and other diesel powered equipment. Incumbents are assigned lead duties, training, providing work direction and assigning work to others. The Vehicle and Equipment Mechanic I performs skilled duties in the maintenance and repair of gasoline powered and small engine equipment and inspects, maintains and repairs buses and other diesel powered equipment as assigned.

STATEMENT OF TYPICAL DUTIES:

- a. Oversees and participates in vehicle and equipment maintenance and repair duties to assure safe, timely, and efficient performance of vehicle and equipment maintenance assignments and projects.
- b. Trains and provides work direction to other personnel; assigns and reviews work.
- c. Inspects, diagnoses, repairs, services, and maintains District buses and other diesel powered vehicles and equipment.
- d. Overhauls, repairs, and adjusts engines; performs major and minor tune-ups; grinds valves; lubricates, services, and prepares vehicles for use; relines and adjusts brakes and aligns wheels.
- e. Removes, repairs, and replaces engines, transmissions, brakes and clutches; overhauls, reconditions, and adjusts ignitions, transmission, electrical, fuel, cooling, and carburetor systems.
- f. Performs safety inspections of buses and other vehicles and equipment to assure safe and proper operation and compliance with State safety regulations.
- g. Communicates with other District departments and personnel, vendors, contractors, and the California Highway Patrol to exchange information and facilitate maintenance and repair activities; responds to emergencies and breakdowns, as necessary.
- h. Maintains and oversees the maintenance of the shop area in a clean and orderly condition; opens and closes shop; orders parts, materials and supplies, as needed.
- i. Operates a variety of tools and power equipment used in the repair and maintenance of vehicles and equipment; maintains tools and equipment in clean and proper working condition.
- j. Prepares and maintains a variety of records and reports related to work orders and vehicle and equipment maintenance, servicing and inspections.
- k. Performs other related tasks and assumes responsibilities as may be assigned by proper authority.

KNOWLEDGE AND ABILITIES:

Knowledge of:

- Methods, equipment and materials used in the maintenance and repair of vehicles and equipment including diesel powered equipment.
- Proper methods of storing equipment, materials and supplies.
- Principles and practices of training and providing work direction.
- Appropriate safety practices and procedures.
- Applicable sections of the California Vehicle Code.
- Record keeping techniques.

Ability to:

- Perform skilled work in the maintenance and repair of vehicles and gasoline and diesel-powered equipment and oversee maintenance activities.
- Operate a variety of tools and power equipment utilized in vehicle and equipment maintenance safely and efficiently.
- Maintain records and prepare reports.
- Maintain tools and equipment in clean and proper working condition.
- Inspect vehicles and equipment and diagnose repair needs.
- Train and provide work direction to others.
- Assign and review the work of others.
- Understand and follow oral and written directions.
- Lift objects weighing up to 50 pounds.
- Communicate effectively with others.
- Establish and maintain cooperative and effective working relationships with others.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school and three years of increasingly responsible skilled experience in vehicle and equipment repair and maintenance.

PHYSICAL CHARACTERISTICS:

Must be able to bend, stoop, reach horizontally and vertically; lift heavy objects; stand for prolonged periods; see to read; use hands and fingers to operate tools and equipment; speak clearly; and hear well enough to communicate effectively to perform all tasks.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.

WORKING CONDITIONS:

Shop environment; subject to lifting, climbing and exposure to noise and fumes.