

# BRADFORD COUNTY SCHOOL DISTRICT

## JOB DESCRIPTION

### MECHANIC I

#### QUALIFICATIONS:

- (1) High School Diploma or equivalent.
- (2) Class BCDL
- (3) Minimum of two years experience as mechanic.
- (4) Certified School Bus Inspector in accordance with FAC rule GA-3.0171

#### KNOWLEDGE, SKILLS AND ABILITIES:

Ability to prepare written reports. Knowledge of gasoline and diesel engines. Knowledge of Ignition and charging systems, as well as electronic circuitry. Knowledge of different chemical compounds used in job tasks. Ability to analyze batteries and starting problems. Ability to schedule work Independently and supervise maintenance and repair of all School Board equipment with diesel or gasoline engines. Ability to read and understand schematic drawings and understand electric currents and their properties. Ability to organize and keep accurate records. Knowledge of all shop equipment, including but not limited to, analyzer, power tools and hand tools. Knowledge of State and national standards for school buses. Ability to use a variety of equipment; such as, hydraulic lifts, welder, tire changer, engine analyzer, etc.

#### REPORTS TO:

Foreman or Director of Transportation

#### JOB GOAL

To perform and / or supervise maintenance of all School Board-owned buses, other vehicles, mowers, tractors, and equipment with gasoline or diesel engines.

#### SUPERVISES:

NIA

#### PERFORMANCE RESPONSIBILITIES:

- (1) Inspect buses as per State Board of Education Rule.
- \* (2) Service vehicles.
- \* (3) Troubleshoot, diagnose, repair and rebuild engines, transmissions, exhaust systems, electrical systems, chassis and brake systems.
- \* (4) May be required to be on call after regular hours.
- (5) Complete required reports in an accurate manner.
- \* (6) Attend required training programs.
- (7) Maintain clean and safe working environment.
- (8) Assist FHP in annual inspections
- (9) Must be able to travel to any destination In the County.
- (10) Use positive, effective Interpersonal skills on the job.
- (11) Perform other incidental tasks consistent with the goals and objectives of this position.

**MECHANIC I (Continued)**

**PHYSICAL REQUIREMENTS:**

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently and/or up to 20 pounds of force as needed to move objects.

**TERMS OF EMPLOYMENT:**

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the District.

**EVALUATION:**

Performance of this Job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

• Essential Performance Responsibilities

Job Description Pay Lane 8

Board Approval 07/26/21