

CENTRAL UNIFIED SCHOOL DISTRICT

POSITION DESCRIPTION

Position: Mechanic II

Classification: Classified

Reports to: Site Administrator

FLSA: Non-Exempt

Range: Classified Salary Schedule

EDUCATION AND EXPERIENCE

Experience:

At least five years experience in automotive maintenance, including experience in repair and maintenance of heavy gasoline and diesel powered equipment.

Education:

High school diploma or equivalent and trade school courses or service school credits.

Certificate/License Requirement:

Requires a valid Class A or Class B, California Motor Vehicle Operator's License with Valid Medical Examiners Certificate (DMV No. DL5 1A) within 5 months of hire.

Condition of Employment:

Insurability by the District liability insurance carrier.

SUMMARY

Under the supervision of the Transportation Shop Foreman, performs the work of a Senior Mechanic (a skilled workman qualified to perform the functions of the trade independently) making major or minor repairs to all District-owned vehicles and equipment as directed.

SPECIFIC RESPONSIBILITIES

1. Using automotive hand tools makes major adjustments and repairs to district-owned vehicles.
2. Makes engine and transmission overhauls.
3. Services, lubricates and maintains vehicles in good repair.
4. Repairs other equipment including lawn mowers, tractors and trailers and maintains it in good condition.
5. Completes all phases of brake repairs.
6. Changes and repairs tires.
7. Overhauls and adjusts carburetors, injectors, generators, alternators, starters, regulators, steering assemblies and differentials.
8. Does body repair and painting.
9. Steam cleans and washes vehicles; maintains a well kept work area.
10. Performs other related duties as assigned.

SPECIFIC QUALIFICATIONS

Should possess personal characteristics generally recognized as essential for good public employees including integrity, initiative, dependability, courtesy, good judgment and ability to work cooperatively with others.

Knowledge of:

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- Tools, materials and equipment used in the maintenance and repair of automotive equipment;
- principals and methods used in a program of preventative maintenance for automotive equipment;
- knowledge of both gas in diesel engines;
- safe driving practices.

Ability to:

- Inspect, locate and diagnose mechanical defects, and estimate the cost of repairs;
- use skillfully the tools and equipment necessary in the repair and maintenance of automotive equipment;
- maintain cooperative relationships with those contacted in the course of work.
- Work within time limits;
- maintain accurate “materials used” records.

PHYSICAL DEMANDS SUMMARY: PHYSICAL DEMANDS SUMMARY: Requires the ability to walk, stand, bend, and twist frequently. Requires the ability to use right and left hand and right and left arm frequently. Requires the ability to squat, kneel, and climb occasionally. Requires the ability to grasp with both hands and push/pull with both arms frequently. Requires the ability to reach above the shoulders with both hands occasionally. Requires the ability to lift and carry up to 25 pounds constantly. Ability to occasionally lift and carry up to 50 pounds, such as an air gun and a compressor. Requires the ability to occasionally lift, place, and push up to 101 plus pounds, such as a bus battery. Requires the ability to step up and step down 18 inches frequently.