

MERCED CITY SCHOOL DISTRICT

CLASS TITLE: VEHICLE AND EQUIPMENT MECHANIC

BASIC FUNCTION:

Under the direction of the Director of Transportation, repair and maintain District vehicles and equipment including gasoline, diesel, propane-powered and small engine equipment; assist in performing other skilled maintenance duties as assigned.

REPRESENTATIVE DUTIES:

Diagnose, repair and maintain motorized equipment such as gang mowers, tractors, trucks, automobiles and other large and small diesel, gasoline and propane-powered equipment. *E*

Perform preventative maintenance inspections of trucks, autos and other mechanical equipment; inspect engines, transmissions and clutches. *E*

Repair and adjust engines; perform major and minor tune-ups; grease and service vehicles. *E*

Perform safety checks and inspections on District trucks, passenger vehicles and other equipment. *E*

Repair and rebuild starters, generators and alternators. *E*

Repair and replace broken windshields, brake lights and horns; perform welding and minor body work on vehicles as needed. *E*

Service, adjust and align brakes, hydraulic brake system components. *E*

Maintain records of work performed, parts used and time spent. *E*

Maintain shop area, equipment and tools; obtain materials and spare parts as required. *E*

Operate a variety of tools and power equipment used in the repair or servicing of vehicles and equipment. *E*

Assist in performing bus driving duties as assigned.

Perform related duties as assigned.

The employee is to adhere to federal and state regulations, Board policies, and related administrative regulations which pertain to the particular assignment.

The Vehicle and Equipment Mechanic works under the direct supervision of the Director of Transportation. Exercises no supervision.

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MINIMUM QUALIFICATIONS:

KNOWLEDGE OF:

Record-keeping techniques.

Methods, equipment and materials used in vehicle and equipment maintenance.

Technical aspects of field of specialty.

Shop math applicable to vehicle maintenance.

Appropriate safety precautions and procedures.

ABILITY TO:

Operate equipment used in the repairing and servicing of vehicles.

Understand and follow oral and written directions.

Maintain simple records.

Establish and maintain cooperative and effective working relationships with others.

Read and use mechanical diagrams.

Analyze situations accurately and adopt an effective course of action.

Observe legal and defensive driving practices.

Diagnose mechanical and electrical defects.

Operate District vehicles and equipment.

Perform other skilled maintenance duties as assigned.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school and four years of training
or experience which demonstrates journey-level skill in the assigned trade.

LICENSES AND OTHER REQUIREMENTS:

Possession of a valid and appropriate California School Bus Driver Certificate; a valid
CPR and First Aid Certificate.

WORKING CONDITIONS:

ENVIRONMENT:

Shop environment; subject to driving a vehicle to conduct work.

PHYSICAL ABILITIES:

Lifting and carrying heavy objects; bending; reaching above the shoulder, overhead and
horizontally; crawling; seeing to perform and observe repairs; dexterity of hands and
fingers to operate specialized tools and equipment; standing for extended periods of time;
hearing to listen to engines.

HAZARDS:

Work around grease, diesel, gasoline and propane-powered equipment; solvents, paint,
chemical cleaners, welding equipment, exhaust fumes and gasoline.

Legal Reference: California Education Code, Sections 45103, 45109
Policy Adopted: November 8, 1976
Policy Revised: March 3, 1981
Policy Revised: April 4, 1995