

Qualifications:

- High School Diploma or equivalent.
- Obtain a Class A Commercial Driver's License with appropriate endorsements.
- Any combination of experience and training that would likely provide the required knowledge and skill is qualifying.

Nature of Work:

An employee in this class performs duties in the operation, repair and maintenance of the vehicles in the school transportation program. Most work is performed based on prior experience. The employee is expected to resolve problems of medium difficulty with little assistance while others may be referred to a supervisor. Most errors may be expected to be resolved by the employee. The employee receives general supervision and work is occasionally reviewed while in progress.

Knowledge, Skills, and Abilities:

- Considerable knowledge of school bus and vehicles operation and maintenance.
- Considerable knowledge of the operating principles of internal combustion engines.
- Considerable knowledge of the methods of adjusting and repairing the electrical and generating systems of automotive equipment.
- Skill to perform manual tasks associated with engine maintenance, tire replacement, and vehicle body repair.
- Ability to follow oral and written instructions.
- Ability to physically perform most repairs.

Essential Job Functions:

- Diagnoses minor and frequently occurring mechanical problems.
- Adjusts timing mechanism, replaces and sets points and plugs, and resurfaces valves.
- Rotates, aligns, and balances wheels.
- Installs shock absorbers.
- Repairs and replaces damaged vehicle body parts.
- Tests electrical systems and make necessary repairs.
- Repairs carburetors, ignition systems, and electrical components.
- Checks and repairs doors and lifts.
- Removes, replaces and reassembles transmissions, clutches, fuel, oil, and water pumps, generators and other parts of the engine and suspension system.
- Performs general maintenance as needed.

- Performs other duties and responsibilities as assigned by supervisor.

Signature: _____ Date: _____