

DELANO UNION SCHOOL DISTRICT

Mechanic / Bus Driver

Brief Description of Job

Under supervision, to perform a variety of skilled level repair, overhaul and maintenance of buses, passenger vehicles, trucks and a variety of other gasoline and diesel powered motorized equipment; and to do other related work as assigned. May be required to drive a school bus on a designated route(s) primarily on a substitute or emergency basis.

Administrative Relationship

Works under the Director of Maintenance, Operations, and Transportation and the Operations Supervisor, or as directed by the Superintendent or designee. Leads designated mechanic shop personnel.

Qualifications

Methods, materials, tools, and equipment used in the maintenance and repair of a variety of gasoline and diesel powered motorized vehicles and equipment;
Principles and theories of the internal combustion engine;
Legal mandates, policies, regulations and guidelines pertaining to the repair, overhaul and maintenance of pupil transportation and automotive equipment;
Safe working methods and procedures.

Ability to:

Diagnose and locate mechanical and electrical malfunctions and defects;
Perform skilled gasoline and diesel automotive repair, overhaul and maintenance functions;
Operate a variety of equipment utilized in the repair and maintenance of gasoline and diesel powered motorized vehicles and equipment;
Interpret mechanical and electrical schematics and diagrams;
Maintain simple records and prepare complete and concise reports;
Understand and carry out oral and written directions;
Establish and maintain cooperative working relationships.

Experience

Two (2) years experience as a journeyman level gasoline and diesel powered automotive mechanic.

Education

Graduation from high school or equivalent, supplemented by training or coursework in gasoline and diesel powered motorized equipment repair, overhaul and maintenance.

License Requirement:

Possession of a valid Class II, California Motor Vehicle Operator's License; Possession of a valid School Bus Driver's Certificate with medical certificate.

ESSENTIAL FUNCTIONS OF THE POSITION

1. **Inspects and diagnosis mechanical defects and malfunctions on a variety of gasoline and diesel powered busses, trucks, automobiles, tractors and other motorized equipment;**
2. **Reviews mechanical repair orders;**
3. **Observes, listens and diagnoses mechanical defects and malfunctions;**
4. **Rebuilds, replaces or overhauls engines, transmissions, differentials, starters, generators, braking systems, clutches, carburetion systems, electrical systems and other mechanical assemblies;**
5. **Performs engine tune-ups and ignition system adjustments;**
6. **Inspects, adjusts and relines brakes;**
7. **All other functions related to maintenance and repair of school district vehicles, machines and equipment;**
8. **Drive a school bus on designated route(s), or as needed;**
9. **Incorporated within one or more of the previously mentioned essential functions of this job description are the following essential physical requirement:**

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|---------------|-----------------|------------------|-----------------|
| 1. Seldom | = Less than 25% | 3. Often | = 51-75% |
| 2. Occasional | = 26-50% | 4. Very Frequent | = 76% and above |

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|----------|----|---|
| <u>1</u> | a. | Ability to work at a desk, conference table or in meetings of various configurations. |
| <u>4</u> | b. | Ability to stand for extended periods of time. |
| <u>3</u> | c. | Ability to see the purpose of reading laws, codes, rules, policies, and other printed matter. |
| <u>3</u> | d. | Ability to hear and understand speech at normal levels. |
| <u>2</u> | e. | Ability to communicate so others will be able to clearly understand a normal conversation. |
| <u>3</u> | f. | Ability to bend and twist, stoop, kneel, crawl, push and pull. |
| <u>2</u> | g. | Ability to lift at least <u>40</u> lbs. |
| <u>3</u> | h. | Ability to carry at least <u>15</u> lbs. |
| <u>3</u> | i. | Ability to reach in all directions. |

OTHER RELATED FUNCTIONS OF THIS POSITION

1. **Other related duties as assigned.**

Employee: _____

Date: _____

Authorized Representative: _____

Date: _____

The above statements are intended to describe the general nature of level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.