

Hays Consolidated ISD

Mechanic (TRANS 10082020)

JOB POSTING

Job Details

<i>Title</i>	Mechanic
<i>Posting ID</i>	TRANS 10082020
<i>Description</i>	Job Title: Mechanic Wage/Hour Status: Nonexempt Reports to: Director of Transportation Pay Grade: AU09 Dept./School: Transportation Date Revised: 2/25/2020

Primary Purpose:

Perform skilled motor vehicle, automotive, bus repairs, and preventive maintenance work.

Qualifications:

Education/Certification:

High school diploma or equivalent with additional appropriate education, training or experience
Valid Texas CDL-A License with Passenger (P) and School Bus (S) endorsements
Valid Texas School Bus Driver Certification
Must pass school bus driver physical examination for physical and emotional stability
Must possess and maintain an acceptable motor vehicle record
ASE or TASBT Certification preferred

Special Knowledge/Skills:

Advanced knowledge of diesel and fuel engine maintenance and repair
Ability to diagnose mechanical problems and perform repairs independently
Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals
Ability to pass U.S. Department of Transportation alcohol and drug tests and physical exam
Ability to access and use service materials
Ability to operate bus
Ability to communicate effectively with others
Ability to work independently and make responsible decisions in emergency situations
Ability to keep accurate written and computer records
Ability to understand and follow written and verbal instructions
Knowledge of diesel and gasoline engines and components
Knowledge of air brake systems
Knowledge of body work repair procedures
Must be able to use the automated fuel dispensing system

Experience:

At least two years in diesel bus and truck repair, four years total experience doing complex mechanical work.

Major Responsibilities and Duties:

1. Perform major and minor mechanical repairs, preventative maintenance, diagnostics, and inspections on all district vehicles in a timely and efficient manner. Maintain accurate, up-to-date preventive maintenance records.
2. Rebuild, replace, or repair major vehicle components, assemblies, and systems including engines, transmissions, suspensions, electrical, and cooling systems.
3. Estimate time and materials required to perform major repairs.
4. Follow established safety procedures and techniques to perform job duties including lifting and climbing. Operate tools, equipment, and machinery according to prescribed safety procedures.
5. Ensure shop, equipment, and tools are in safe operating condition.
6. Follow district safety protocols and emergency procedures.
7. Maintain accurate records of time and materials required to perform repairs and service.
8. Operate buses and vehicles as needed.
9. Meet and perform all duties and qualifications of school driver/monitor.
10. Perform other duties as assigned.

Supervisory Responsibilities:

None.

Mental Demands/Physical Demands/Environmental Factors:

Tools/Equipment Used: School bus and all related equipment, vehicle diagnostic and repair equipment.

Posture: Moderate standing, sitting, frequent kneeling, squatting, bending, stooping, stretching, twisting, turning, extensive sitting, pulling, and pushing.

Motion: Climbing ladders, grasping/squeezing, wrist flexion/extension, reaching, overhead reaching, moderate walking, and repetitive motions.

Lifting: Moderate lifting and carrying 15-75 lbs. on a daily basis.

Environment: Work outside and inside, on slippery and uneven walking surfaces; frequent exposure to extreme hot and cold temperatures, dust, exhaust fumes, gasoline and diesel fuel, toxic chemicals and materials, work in tight spaces and in uncomfortable positions; regularly work irregular hours; occasional prolong hours.

Mental Demands: Maintain emotional control under stress.

EEOC Statement:

Hays Consolidated I.S.D. will not discriminate against any person in employment or exclude any person from participating in or receiving benefits of any of its activities or programs on any basis prohibited on the basis of race, religion, color, sex (including pregnancy and gender identity), sexual orientation, parental status, national origin, age, disability, family medical history or genetic information, political affiliation, military service, or any other non-merit based factor. These protections extend to all management practices and decisions, including recruitment and hiring practices, appraisal systems, promotions, and training and career development programs.

This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required. Positions are extended annually based upon availability of funding.

Shift Type **Full-Time**
Salary Range **\$23.59 - \$31.91 / Hourly (Nonexempt)**
Location **TRANSPORTATION**

Applications Accepted

Start Date **10/07/2020**

Job Contact

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