

Boerne ISD

Fleet Technician (4166)

JOB POSTING

Job Details

Title **Fleet Technician**
Posting ID **4166**
Description

**BOERNE ISD
TRANSPORTATION DEPARTMENT
FLEET TECHNICIAN**

QUALIFICATIONS:

- Possess a High School Diploma or equivalent
- Possess a clear and valid driver's license with driving record insurable by BISD carrier
- 3 years' experience as a fleet technician or equivalent
- Ability to communicate in English both verbal and written
- Possess a valid Texas Class "B" Commercial Driver's License with "S" & "P" endorsements or be able to acquire within 90 calendar days of employment
- Must pass DOT Medical Physical and Drug and Alcohol Testing requirements prior to employment
- Must maintain TEA Texas School Bus Certification
- Technical School Certificate of Completion Preferred
- ASE Master Diesel Technician or TASBT Master Certification

Position Summary:

- Knowledge of school bus and automotive mechanical components
- Ability to diagnose mechanical problems and perform required repairs
- Knowledge of work order and data management software
- Knowledge of automotive diagnostic equipment
- Ability to use equipment and tools required in vehicle repairs
- Able to operate a forklift
- Clean Driving Record
- Ability to drive a school bus
- Ability to perform heavy lifting and torquing movements
- Good communication, interpersonal, and organizational skills
- Proper housekeeping skills for work area
- Knowledge of shop safety
- Ability to read and interpret documents, such as safety regulations, service manuals, and procedure manuals

REPORTS TO: Director of Transportation

TERMS OF EMPLOYMENT: Twelve-month employment (261 days) with benefits according to the Classified Agreement. Upon job offer, all applicants are required to complete DPS and FBI fingerprint requirements

Major Responsibilities and Duties

Maintenance and Repair:

1. Use diagnostic equipment to evaluate mechanical problems in vehicles
2. Perform mechanical repairs on all systems of motor vehicles in the Boerne ISD fleet
3. Assist Lead Technician in completing repairs in a timely manner
4. Do welding and minor body work
5. Work irregular hours as needed
6. Service vehicles according to the preventative maintenance schedule
7. Maintain accurate and up to date records of all services performed
8. Inspect, diagnose, and evaluate the condition of vehicles and repair as necessary
9. Assist with training of new technicians as needed

Safety:

1. Operate tools, equipment, and machinery according to safety procedures
2. Follow established safety procedures and techniques to perform job duties including lifting, climbing, etc.
3. Correct unsafe conditions in work area and report any conditions that are not correctable to Lead Technician or Fleet Manager immediately.
4. Help keep vehicles, shop, equipment, and tools clean and in safe operating condition

Supervisory Responsibilities:

None

Equipment Used:

Automotive diagnostic equipment, computer, tire repair equipment, hand tools, drill, drill press, grinder, air power tools, welding torch, wire welder, torque wrench, jacks and lifts, air conditioning recycler, gauges, etc.

Working Conditions:

- May have to work outside in hot, cold, and wet conditions at both the shop and on the road.
- Moderate walking, standing, climbing, stooping, bending, and reaching
- Heavy lifting and carrying
- Work around moving objects
- Work in tight spaces
- Work on vehicles and machinery with moving parts
- Exposure to damp, humid, dry, and other harsh weather conditions
- Exposure to toxic chemicals, exhaust fumes, gasoline and diesel, solvents, acids, and bases

This job description 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.

Shift Type **Full-Time**
Salary Range **\$17.32 - \$24.92 / Per Hour**
Location **Transportation**

Applications Accepted

Start Date **07/12/2021**

Job Contact

Name	John Ramirez	Title	Transportation Director
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