



RIALTO UNIFIED SCHOOL DISTRICT CLASSIFIED

SENIOR MECHANIC – HEAVY DUTY

DEFINITION:

Under the direction of an assigned Administrator or Supervisor, perform a variety of skilled journey-level repairs, auto mechanics/repair work by inspecting, maintaining, diagnosing, overhauling, and making mechanical repairs to gasoline, diesel, CNG, electric and propane buses, automobiles, trucks, off-road power-driven stock, and other mechanical equipment throughout the District; overhaul and maintain buses, passenger vehicles, heavy duty trucks, and a variety of other gasoline and diesel powered motorized equipment; maintain records and prepare reports; perform other job-related duties as assigned and/or as required.

ESSENTIAL DUTIES:

- Perform a variety of skilled journey-level repairs, overhaul and maintain buses, passenger vehicles, heavy duty trucks, and a variety of other gasoline and diesel-powered, CNG, electric and propane motorized equipment.
- Inspect and diagnose mechanical defects and malfunctions on a variety of gasoline and diesel-powered, CNG, electric and propane buses, trucks, automobiles, and other motorized and non-motorized equipment.
- Utilize and operate a wide variety of tools, materials, and equipment used in the automotive repair trade.
- Review mechanical repair orders; plan and lay out the mechanical service tasks.
- Rebuild, replace, or overhaul engines, transmissions, differentials, starters, generators, braking systems, clutches, fuel systems, electrical systems, and other mechanical assemblies.
- Perform engine tune-ups and ignition system adjustments.
- Inspect, adjust, and reline brakes within specified guidelines.
- Use hand and power tools, diagnostic equipment, and a variety of mechanical aids.
- Change oil, transmission, brake, and other fluids according to prescribed procedures; ensure compliance with laws, rules, and regulations regarding the disposal of hazardous waste.
- Utilize a variety of welding equipment in repairing and fabricating parts.
- Respond to emergency service needs.
- Perform routine maintenance safety checks and inspections; prepare for State-mandated smog and other inspections.
- Monitor inventory levels of equipment parts and supplies; estimate time and material costs concerning repair and maintenance functions.
- Establish project completion timelines; order, receive, and maintain inventory of parts and supplies; pick up and deliver equipment as necessary.
- Maintain a variety of records and files pertaining to mechanical service tasks; prepare operational reports as required.
- Operate a computer and assigned software.
- Train, coordinate, and provide work direction to assigned mechanical service personnel.
- Maintain shop area, equipment, and tools in a safe, clean, and orderly condition.
- May road test equipment and vehicles to ensure that repairs have been satisfactorily completed.
- Install, inspect, and repair hardware or software related issues on camera systems, Global Positioning Devices (GPS), and other electronic equipment in vehicles.
- Troubleshoot software and hardware for the fueling stations, when needed.

SENIOR MECHANIC-HEAVY DUTY

pg. 2

- Perform other job-related duties as assigned and/or as required.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Principles, methods, materials, tools, and equipment used in the maintenance and repair of a variety of light to heavy duty gasoline and diesel-powered CNG, electric and propane equipment, both motorized and non-motorized.
- Principles and theories of the internal combustion engine, including two and four strokes.
- Legal mandates, policies, regulations, and guidelines pertaining to the repair, overhaul and maintenance of pupil transportation and automotive equipment.
- Safe working methods and procedures.
- Operation of equipment including hand and power tools.
- Diagnostic procedures for vehicle systems.
- Training principles and techniques.
- Basic record-keeping techniques.
- Oral and written communication skills.
- Proper lifting techniques.
- Proper PPE procedures.

ABILITY TO:

- Perform a variety of skilled and specialized journey-level gasoline and diesel-powered CNG, electric and propane equipment repair, overhaul and maintenance functions.
- Diagnose, troubleshoot, and repair mechanical, electrical, and computerized malfunctions or defects.
- Operate specialized equipment used in repairing or servicing of vehicles.
- Read, interpret and apply technical and mechanical diagrams, schematics and repair manuals.
- Maintain records, logs and files related to safety, preventative maintenance and work performed.
- Prepare complete and concise reports;
- Observe legal and defensive driving practices.
- Train, coordinate, and provide work direction to assigned mechanical personnel.
- Understand and follow oral and written directions.
- Establish and maintain cooperative working relationships.

EDUCATION AND EXPERIENCE:

EDUCATION:

Verification of a High School diploma, a GED certificate, or a higher degree.

EXPERIENCE:

Five years of experience, within the last ten years, as a heavy-duty journey-level gasoline, electric, CNG fuel and diesel mechanic.

Recent job-related experience within the last five years is required.

LICENSES, CERTIFICATIONS, AND OTHER REQUIREMENTS:

Verification of a valid California Class A or B Motor Vehicle Operator's license with air brake and passenger endorsement, or able to obtain the license within five months.

SENIOR MECHANIC-HEAVY DUTY

pg. 3

Insurability by the District's liability insurance carrier may be required.

Finalists scheduled for an interview must provide a current DMV printout (not more than 30 days old) prior to the interview.

PREFERRED QUALIFICATIONS:

Supplemental specialized training or course work in gasoline and diesel-powered equipment repair, maintenance, and overhaul is preferred, but not required.

Valid ASE certification is preferred, but not required.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor and outdoor work environment.

Vehicle and equipment repair shop environment.

Driving a vehicle to conduct work.

PHYSICAL ELEMENTS:

The physical requirements indicated below are examples of the physical aspects that the position classification must perform in carrying out essential job functions.

- Will frequently exert 75 to 100 pounds of force to lift, carry, push, pull, or otherwise move objects.
- May ascend and descend ladders, stairs, scaffolding, and ramps.
- Will walk, stand, stoop, bend, crawl, and recline for extended periods, sometimes in awkward positions.
- Must be capable of perceiving the nature of sound.
- Must possess visual acuity and depth perception.
- Must be able to provide oral information, both in person and over the telephone.
- Must possess the manual dexterity to operate equipment, use hand tools, and to handle and work with various materials and objects.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

POTENTIAL HAZARDS:

Exposure to chemical fumes, dust, odors, and vapors such as gasoline, and diesel fuel.

Exposure to high and low voltage

Working in a cramped or restrictive work chamber.

Working around or with machinery having moving parts.

Exposure to hazardous materials; CNG and Propane

May occasionally experience hot, cold, wet, humid, or windy conditions, caused by weather.

January 2022