



Job Title: School Bus Repair Technician/Mechanic Level II

Job Family: Transportation

Pay Program: Classified Job

Typical Work Year: 12 Month Position

Reports to: Transportation Director

PERSONAL PERFORMANCE CRITERIA:

- Maintaining positive and effective communication with school personnel.
- Contributes to creating a positive work environment.
- Strong collaboration and interpersonal skills.
- Demonstrates integrity and respects confidentiality.
- Arrives on time and works consistently until the end of his/her scheduled day.
- Takes advantage of professional growth opportunities related to his/her specific job.
- Works independently and with confidence.
- Demonstrates ability to grasp and adjust to new and changing situations.
- Demonstrates initiative and ability to work without close supervision.

PROFESSIONAL PERFORMANCE CRITERIA:

LEVEL I

- General vehicle mechanic proficiency
- Diesel engine mechanic proficiency
- General air and hydraulic brake system understanding and proficiencies
- Air brake systems proficiency understanding, disc & drum brakes
- Working knowledge of lubricants and coolants
- School bus specific systems proficiency
- Uses wrenches, drills, grinders, or other specialized mechanic tools and equipment
- Knowledge of electrical & electronic systems
- Diagnostic software technical proficiency
- Maintain a clean working environment
- Maintain a Class B CDL & Iowa School Bus Driver Authorization
- Performs all other duties as assigned

LEVEL II

- All Professional Performance Criteria included in Level I
- Maintain and execute an effective maintenance checks system for the district to ensure school buses are ready safe for students
- Parts inventory / Supply Management
- Training other technicians/mechanics
- Ensure school buses are ready for routes during extreme weather conditions
- Advanced diagnostics, troubleshooting & repair
- Vehicle specifications recommendations
- Shop & bus parking lot safety & supervision

QUALIFICATIONS:

- Physical abilities to meet job requirements
- Possess a minimum of two years diesel service repair experience
- Graduation from a certified diesel mechanic program (ASE certification preferred)
- 2 years experience as a mechanic in a repair shop (preferably diesel shop)
- Valid CDL with applicable endorsements
- Possess own hand tools
- Be able to pass our background investigation and drug screen

PHYSICAL REQUIREMENTS & WORKING CONDITIONS:

The physical demands, work environment factors and mental functions described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

	Amount of Time			
Physical Activities	None	Under $\frac{1}{3}$	$\frac{1}{3}$ - $\frac{2}{3}$	Over $\frac{2}{3}$
Stand				x
Walk				x
Sit		x		
Use hands to finger, handle or feel				x
Read with hands and arms				x
Climb or balance		x		
Stop, kneel, crouch, or crawl			x	
Talk			x	
Hear				x
Smell		x		
	Amount of Time			
Weight & Force Demands:	None	Under $\frac{1}{3}$	$\frac{1}{3}$ - $\frac{2}{3}$	Over $\frac{2}{3}$
Lift up to 10 pounds				x
Lift up to 25 pounds				x
Lift up to 50 pounds			x	
Lift up to 100 pounds		x		

Lift more than 100 pounds	x			
	Amount of Time			
Work Environment:	None	Under $\frac{1}{3}$	$\frac{1}{3}$ - $\frac{2}{3}$	Over $\frac{2}{3}$
Wet or Humid Conditions (non-weather)		x		
Work near moving mechanical parts		x		
Work in high, precarious places		x		
Fumes or airborne particles		x		
Toxic or caustic chemicals		x		
Outdoor weather conditions		x		
Extreme cold (non-weather)		x		
Extreme heat (non-weather)		x		
Risk of electrical shock		x		

The statements in this job description are intended to describe the general nature and level of the work to be performed by (an) individual(s) assigned to this position. They are not an exhaustive list of all duties and responsibilities related to the position. This job description will be reviewed periodically as duties and responsibilities change with business necessity and School Board Policy and procedures. Essential and marginal job functions are subject to modification.