

**CAROLINE COUNTY PUBLIC SCHOOLS  
POSITION DESCRIPTION**

**Job Description: Diesel Mechanic**

<b>JOB TITLE:</b> Diesel Mechanic	<b>LOCATION:</b> Transportation Services
<b>IMMEDIATE SUPERVISOR:</b> Transportation Shop Foreman	<b>WORK SCHEDULE:</b> 12-M - 260 Days - 8 Hrs. <b>PAY GRADE:</b> 215
<b>SPECIAL REQUIREMENTS:</b> None	<b>FLSA STATUS:</b> Non-Exempt
<b>EDUCATION/EXPERIENCE:</b>  1. High School Diploma  2. Minimum of 2 years of experience as a diesel technician/mechanic  3. Completion of a diesel mechanic or related technical training program  4. Strong knowledge of diesel engine systems and repair procedures  5. Ability to read technical manuals, diagrams, and diagnostic tools  6. Valid Virginia Commercial Driver's License - CDL- B	

**GENERAL RESPONSIBILITIES:**

- We are seeking a skilled and reliable **Diesel Mechanic** to join our maintenance team. The Diesel Mechanic will be responsible for diagnosing, repairing, and maintaining diesel-powered vehicles to ensure safe and efficient operation. This includes performing preventive maintenance, troubleshooting mechanical issues, and ensuring compliance with safety and environmental regulations.

**ESSENTIAL DUTIES:**

- Perform diagnostic tests and inspections on diesel engines and related systems (e.g., transmissions, brakes, electrical)
- Conduct routine and preventive maintenance services, such as oil changes, filter replacements, and lubrication

- Repair and replace defective parts such as turbochargers, fuel systems, steering systems, and drivetrains
- Repair and replace defective parts on the school bus body
- Maintain accurate maintenance and repair records using paper or digital systems
- Operate a variety of diagnostic tools and shop equipment safely and efficiently
- Ensure all repairs and maintenance comply with company safety standards and regulatory requirements (VDOE, DOT, OSHA, EPA, etc.)
- Respond to emergency breakdowns and perform roadside service if necessary
- Maintain cleanliness and organization of the work area and tools
- Collaborate with other team members and communicate effectively with supervisors and drivers

**Preferred:**

- ASE Certification(s) in Medium/Heavy Duty diesel engines
- Experience with fleet maintenance or public transportation vehicles

**PHYSICAL REQUIREMENTS:**

- Ability to lift up to 75 lbs and perform physical labor including kneeling, standing, climbing, and bending
- Work in a variety of environmental conditions including shop, yard, and occasional roadside environments

**EVALUATION:**

Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Support Services Personnel.