

JOB DESCRIPTION

TITLE: Mechanic
(Category C)

LOCATION: Various

FLSA EXEMPT: No

REPORTS TO: Director of Transportation

ANNUAL WORK DAYS: 260

Essential Duties and Responsibilities

- Responsible for repairing and maintaining the school bus fleet in order to provide transportation services for the school district.
- Must possess a complete set of basic tools at the time of employment.
- Perform brake inspections every 10,000 miles on each school bus to ensure safety.
- Perform minor and major repairs on all District 15 vehicles.
- Unlock gates, buses, and buildings as required for job function.
- Check all buses in the fleet on school days to make sure they are started and running so drivers can begin their routes on time as required by the shop foreman.
- Perform the duties of the apprentice mechanic and utility driver as needed.
- Respond to all service calls involving bus breakdowns and accidents.
- Complete additional tasks as assigned by management.

Education, Experience, and Skills Required

- Must be a minimum of 21 years old and have a good driving record.
- Must hold a commercial driver's license (CDL-B)
- Must be able to perform minor/major repairs on buses or similar vehicles.
- Previous experience as a mechanic is desired.
- Must be able to carry out physical requirements of job responsibilities.
- School Bus ASE Certified preferred.