WATERFORD SCHOOL DISTRICT

NOTICE OF VACANCY

Internal/External

Position: **MESPA III** – Head Transportation Technician
12-month position

Location: Transportation Department

Minimum Qualifications:

- High school graduate or equivalent in general math, reading and writing
- ASE or State of Michigan Certification for Master Medium/Heavy Duty Truck
- Valid Commercial Driver License with passenger endorsement (CDL BPS) or ability to obtain
- Meet Federal DOT drug/alcohol testing requirements
- Ability to perform all mechanical repairs and diagnostics
- Experience with school buses desired
- Advanced technical training
- Ability to foster a collaborative team environment using excellent communication skills

Preferred Qualifications:

- ASE Master School Bus Certification
- Supervisory experience in a school district or municipal fleet environment

Responsibilities:

- Lead, direct, and organize the daily operations of the transportation maintenance garage alongside shop Technicians and preparing the district's bus fleet for the annual Michigan State Police (MSP) School Bus Inspection.
- Perform, schedule and track comprehensive preventive maintenance inspections and complex diagnostic procedures
- Be able to perform all major duties and responsibilities of major and minor repairs of school buses and other district equipment
- Perform routine safety check as buses are maintained
- Champion the transition from manual/paper work orders to Fleet Manager

- Be able to keep accurate records of all repairs, including all supplies, parts and labor
- Maintain and repair specialized school bus equipment, including wheelchair lifts, hydraulic restraint systems, body electrical panels, and entrance door assemblies
- Accountable for fleet readiness, preventative maintenance, and annual school bus inspections and log all in-house and outsourced repair histories within Fleet Manager.
- Demonstrate ability to weld
- Work as a member of the team
- Assist other garage operations staff with their work as needed
- Share the responsibility of maintaining a clean, well-organized and safe area
- Other duties as assigned

Reports To: Transportation Supervisor

Workday/Week: Monday – Friday**,** 8 hours per day

Starting Date: TBD

Compensation: $35.00 - $37.88 per hour based on qualifications and experience

Posting Date: October 26, 2026

Posting Deadline: Until Filled

Internal and external candidates may apply by visiting www.waterford.k12.mi.us and selecting the icon “Employment” and next, “Job Postings Directory”. Include letter of intent, resume, and letter(s) of reference with the application. Employment is contingent upon receiving all required documentation (e.g., criminal background investigation and fingerprint records.)

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