

## MECHANIC IV

### DEFINITION

Under general direction, plan, assign and coordinate the work of mechanic personnel; perform the work of servicing, repairing, constructing, assembling, overhauling, and maintenance on all fuel-powered type vehicles and equipment (including but not limited to, the disassembling and assembling of motors, valve grinding or crankshaft work, adjusting the ignition and carburetor system, overhauling transmissions, universal joints and differentials, repairing generators, starters, lighting systems, wheel bearings, hydraulic systems and fuel pumps, adjusting and relining brakes); perform skilled, journeyman level work in the diagnosis, overhaul, and repair of all fuel-powered type engines and other vehicle components; and do other related work as required.

### ESSENTIAL FUNCTIONS

Maintain and compile a variety of records and submits reports as required; inform mechanics on work and repair procedures and methods; plans, directs, and coordinates the preventative maintenance program for machinery and motor equipment. Assist in developing orientation and training programs; instruct bus drivers and equipment operators on proper maintenance and care of equipment, inspects gasoline, diesel, and alternative fuel powered equipment for proper maintenance to ensure against safety hazards; demonstrates competency in use of tools, equipment, and parts used in the repair and maintenance of heavy equipment, cars, and other vehicles; determines priority, estimates cost and time of repair work to be done; orders parts and supplies accordingly; assist in the preparation of garage budget and other reports as required; exhibits knowledge of and uses safe work practices and ensures that employees do the same; timely and effective communications regarding incidents and/or situations which might impact the district; schedule repairs with outside vendors as needed; makes recommendations regarding supply and repair vendors; coordinate bus inspections with the CHP; maintain a record of vehicle component expirations and schedule re-certifications; may provide input into the performance evaluation of mechanic personnel.

### EMPLOYMENT STANDARDS

#### KNOWLEDGE AND ABILITIES

##### Knowledge of:

Principles of gasoline and diesel powered engines;  
Methods, tools, equipment and parts used in the repair and maintenance of heavy equipment, cars and other vehicles;  
Operation and use of diagnostic equipment;  
Current state vehicle emission requirements;  
Safe work practices;  
Proper storage and disposal of hazardous waste.

##### Ability to:

Perform highly skilled automotive mechanic work;  
Diagnose mechanical malfunction;  
Understand principles of all fuel-powered type vehicles and engines;  
Estimate time and materials, use parts catalog and order parts and supplies correctly;  
Read and apply operation and technical manuals;  
Keep abreast of new trends and developments of all fuels including alternative fuel powered equipment for proper maintenance to ensure safety;  
Understand and follow oral and written directions;

Exhibit knowledge of and use safe work practices and ensure that employees do the same;  
Establish and maintain effective working relationships with those contacted in the course of work;  
Relate effectively with racially and ethnically diverse staff, students and community.

#### EDUCATION AND EXPERIENCE

##### Education:

Equivalent to the completion of the twelfth grade, supplemented by specialized training or coursework in gasoline and diesel powered motorized equipment repair, overhaul and maintenance.

##### Experience:

Four years of increasingly responsible experience in the repair and overhaul of gasoline and diesel powered equipment including some supervisory experience. Such experience shall have been under the supervision of a journeyman automotive or diesel mechanic.

#### REQUIRED LICENSES AND/OR CERTIFICATES

Possession of a valid and appropriate California Driver's License (Class B); have an acceptable driving record.

#### PHYSICAL REQUIREMENTS AND WORKING CONDITIONS

##### Strength:

Heavy work - lifting, carrying or pulling objects up to 100 pounds. Physical dexterity in limbs and digits necessary to operate a motor vehicle, hand and power tools, and a variety of machinery and equipment used in automotive repair.

#### CONDITION OF EMPLOYMENT

Insurability by the District liability insurance carrier.

Pre-placement Physical: Class I