

ELK GROVE UNIFIED SCHOOL DISTRICT

CLASS TITLE: JOURNEY MECHANIC I

BASIC FUNCTION:

Under the direction of the Supervisor-Fleet Maintenance, perform journey-level mechanical work in the inspection, diagnosis, repair and maintenance of a variety of large and small District buses and vehicles including gasoline, diesel and alternative-powered vehicles; perform required inspections of school buses.

DISTINGUISHING CHARACTERISTICS:

The Journey Mechanic I is the entry journey-level classification in the series. Incumbents perform more complex work in the repair and maintenance of District vehicles and equipment. The Journey Mechanic II is the advanced classification in the series. Incumbents train and provide work direction to assigned staff.

ESSENTIAL FUNCTIONS:

Perform journey-level mechanical work in the inspection, diagnosis, repair and maintenance on buses, automobiles, trucks, and other large and small District vehicles, including gasoline and diesel-powered vehicles; respond to emergency requests for service as assigned.

Evaluate maintenance, servicing and repair needs; inspect and diagnose mechanical malfunctions; prepare work list of the mechanical maintenance and repair needs of District mechanical equipment; maintain related records.

Perform scheduled preventive maintenance safety checks and inspections; maintain vehicle maintenance records; assure compliance with California Highway Patrol school bus maintenance regulations; complete check sheet and repair report.

Adjust and repair brakes; maintain and replace power disc, air and hydraulic brake system components; install axles; overhaul steering gears and drive shafts; perform tune-ups.

Diagnose and repair engine electrical and ignition systems, such as distributors, coils, alternators, starters, and related systems; schedule engine replacement and overhauls as needed.

Repair and adjust standard transmissions, drive shafts, differentials, universal joints, gears, valves, transfer cases, and rear ends; remove and replace transmissions.

Maintain shop area, equipment and tools in a safe, clean and orderly condition; dispose of hazardous materials in accordance with established guidelines; steam clean District equipment.

Operate a variety of diagnostic equipment and machinery utilized in the maintenance and repair of vehicles and equipment.

Perform a variety of repairs to vehicles such as changing light bulbs, replacing air conditioning components and replacing glass for windows.

Perform electrical and acetylene welding, brazing and soldering.

Perform related duties as assigned.

DEMONSTRATED KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Techniques and practices of maintenance and repair of heavy and light automotive vehicles.

Safe operation of related tools, equipment and procedures in the overhaul, repair and adjustment of engines and of fuel, ignition, electrical and cooling systems.

Operation, theory and principles of gasoline and diesel-powered engines.

Methods, equipment, tools and materials used in the repair and maintenance of vehicles.

Diagnostic procedures for vehicles and equipment.

Preventative maintenance practices.

Applicable laws, codes, rules and regulations related to assigned activities.

Technical aspects of field of specialty.

Shop math applicable to vehicle maintenance.

Health and safety regulations.

CHP requirements for maintenance of school buses.

Safe driving techniques.

Proper lifting techniques.

Interpersonal skills using tact, patience and courtesy.

ABILITY TO:

Diagnose, repair and maintain a wide variety of large and small gasoline, diesel and alternative-powered engines and related equipment.

Diagnose and repair mechanical, electrical and computerized components.

Operate specialized equipment used in repairing or servicing of vehicles.

Read and apply technical and mechanical diagrams, schematics and repair manuals.

Maintain records related to safety, preventive maintenance and work performed.

Observe legal and defensive driving practices.

Operate, service and make minor repairs on equipment.

Prioritize and schedule work.

Estimate materials and supply needs.

Interpret and apply applicable laws, codes, rules and regulations.

Observe health and safety regulations.

Use gas and arc welding equipment.

Use proper lifting methods.

Communicate effectively both orally and in writing.

Establish and maintain cooperative and effective working relationships with others.

Understand and follow oral and written instructions.
Maintain consistent, punctual and regular attendance.
Walk or stand for extended periods of time.
Bend at the waist, kneel or crouch.
Reach overhead, above the shoulders and horizontally.
Move hands and fingers to operate power tools and equipment.
See to observe and perform repairs.
Climb ladders and work from bus tops.
Hear and speak to exchange information.

EDUCATION AND EXPERIENCE REQUIRED:

Any combination equivalent to: graduation from high school and three years journey-level automotive or diesel maintenance and repair.

LICENSES AND OTHER REQUIREMENTS:

Possession of a valid California Class B commercial driver's license with passenger and air brake endorsements.
Successful completion of the probation period as Entry Level Mechanic
Successful completion of the District's Apprenticeship Program.
Ability to floor-lift 92 pounds and arm-lift 80 pounds.

WORKING CONDITIONS:

ENVIRONMENT:

Vehicle and equipment repair shop environment.
Driving a vehicle to conduct work.
Emergency call-out.
Seasonal heat and cold or adverse weather conditions.
Regular exposure to fumes, dust and odors.

HAZARDS:

Subject to noise and fumes from equipment operation.
Exposure to chemical fumes and vapors such as gasoline and diesel fuel.
Working in a cramped or restrictive work chamber.
Working around and with machinery having moving parts.
Working on ladders.
Working around moving objects or vehicles.
Traffic hazards.

BOARD APPROVED: November 7, 2017