

## **ELK GROVE UNIFIED SCHOOL DISTRICT**

### **CLASS TITLE: LEAD JOURNEY MECHANIC II**

#### **BASIC FUNCTION:**

Under the direction of the Supervisor-Fleet Maintenance, will assist in the supervision of Transportation shop personnel and scheduling of work assignments. Perform journey level 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; train and provide work direction to assigned staff.

#### **DISTINGUISHING CHARACTERISTICS:**

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

#### **ESSENTIAL FUNCTIONS:**

Assists Supervisor of Fleet Maintenance in planning, scheduling, assigning and supervising work of Transportation shop personnel.

Assists Supervisor of Fleet Maintenance in preparing annual Performance Evaluation reports of Transportation shop personnel.

Assists Fleet Maintenance personnel with work methods and procedures.

Assists Supervisor of Fleet Maintenance in ensuring compliance of safety rules and procedures by shop personnel.

Performs all duties and responsibilities of Journey Mechanic II position.

May assume duties of the Head of Fleet Maintenance.

#### **DEMONSTRATED KNOWLEDGE AND ABILITIES:**

##### **KNOWLEDGE OF:**

Maintenance and repair of heavy duty transportation equipment.

Tools, equipment, and procedures used in the overhaul, repair and adjustment of motor equipment and of fuel, ignition, electrical and cooling systems and of their repair and adjustment.

The operation and care of diesel and gasoline engines, chassis, and parts and replacements.

Principles of supervision, training, and evaluation.

##### **ABILITY TO:**

Determine the extent and type of repair work necessary in the event of a breakdown.

Keep records and prepare written and oral reports.

Make mechanical repairs to a variety of motor equipment.

To skillfully use shop tools such as drills, presses, grinders, and reamers.

Understand and carry out oral and written directions.

Establish and maintain effective work relationships with those contacted in the performance of required duties.

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.  
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.  
Use proper lifting techniques.  
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:**

Graduation from high school or equivalent, supplemented by training or course-work in diesel and gasoline powered engine repair and maintenance. Two years of journey level mechanical experience in the overall repair of heavy and light automotive and other power-driven equipment in a qualified garage or shop. Two years Journey Mechanic II experience with the Elk Grove Unified School District.

Any combination equivalent to: graduation from high school and four 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 District's Apprenticeship Program.

Successful completion of two-year period as Journey Mechanic II.

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