

CLASS TITLE: VEHICLE MECHANIC II**BASIC FUNCTION:**

Perform mechanical repair work on school buses, trucks and other gas and diesel powered automotive equipment; perform body repairs, gas or diesel engine overhauls, transmission overhauls and electrical systems repairs as needed.

DISTINGUISHING CHARACTERISTICS:

Vehicle Mechanic II incumbents independently perform body repairs, gas or diesel engine overhauls and repairs and repair and overhaul electrical systems and transmission overhauls. Vehicle Mechanic I incumbents maintain buses and other vehicles in proper operating condition and perform responsible vehicle repairs and maintenance including preventative maintenance.

REPRESENTATIVE DUTIES:

- Disassemble motors and repair, adjust and replace parts; recondition and adjust ignition and carburetor systems; tune engines including injectors and generators; repair, fit and adjust valves, pistons, rings and bearings; clean, repair and replace carburetors, fuel pumps, fuel lines, gauges and electrical wiring systems.
- Perform major mechanical repairs; overhaul transmissions, differentials and universal joints; repair, adjust and line brakes; rebuild and replace air and hydraulic brake system components; perform front-end alignment and repair.
- Perform mechanical repair work on school buses and other gas or diesel-powered automotive equipment; assure buses conform with established standards for passenger vehicles; complete related maintenance records.
- Inspect and diagnose mechanical defects in school buses, trucks, automobiles, vans, tractors, electric carts and other mechanical equipment; drive and test school buses and provide emergency road service to disabled District school buses and vehicles as required.
- Read and interpret schematics and diagrams; diagnose and repair mechanical defects in a variety of vehicles.
- Repair and replace alternators, generators, starters, voltage regulators, distributors and lighting systems; install a variety of parts including batteries, brakes, glass and door handles.
- Grind valves and perform welding; rebuild equipment as needed.
- Operate a variety of equipment and machinery including electronic and mechanical diagnostic equipment, scopes, tire changers, grinders, lathes, emissions analyzer, steam cleaner, hoists, jacks, torches and welding equipment and a variety of power and hand tools.
- Conduct periodical mechanical safety checks on buses as mandated by law; test vehicles for compliance with exhaust emissions standards.
- Respond to service calls and perform emergency repairs as needed.

REPRESENTATIVE DUTIES - continued:

- Perform lubrication, oil changes, battery maintenance, tire changes and servicing of equipment.
- Process work orders and maintain records of time worked and materials used; recommend purchase of needed parts, supplies and tools.
- Maintain work area, equipment and tools in a safe, clean and orderly condition.
- Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:**KNOWLEDGE OF:**

- Principles of gasoline and diesel-powered internal combustion engines.
- Methods, tools, equipment and materials used in diagnosis, repair and maintenance of motorized equipment.
- Shop math applicable to vehicle maintenance.
- Proper lifting techniques.
- Health and safety regulations and procedures.
- Use of service manuals.

ABILITY TO:

- Perform mechanical repair work on school buses, trucks and other gas and diesel powered automotive equipment.
- Analyze combustible engine failure by using electronic test equipment.
- Pass required certification, comprehension and aptitude exams.
- Diagnose and repair mechanical and electrical malfunctions and defects.
- Operate shop equipment and tools including electronic testing equipment, welders and lathes.
- Make major and minor repairs.
- Read and use mechanical diagrams, repair manuals and parts catalogues.
- Maintain routine records.
- Plan and organize work.
- Understand and follow oral and written directions.
- Work cooperatively with others.
- Lift heavy objects.
- Observe legal and defensive driving practices.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: high school diploma, G.E.D. Certificate or demonstrated progress toward obtaining a G.E.D. as required by Kentucky law and two years experience in general automotive repair.

LICENSES AND OTHER REQUIREMENTS:

Valid Kentucky commercial driver's license; course work toward ASE Certification.

My signature below indicates that I have been given a copy of my job description.

Date