

TITLE

Auto Mechanic

QUALIFICATIONS

- 1. Fundamental knowledge of auto mechanics;
- 2. Not less than a high school education or general equivalency diploma;
- 3. Possess a valid driver's license;
- 4. At least one (1) year of experience; and
- 5. Meets the necessary health and physical qualifications.

JOB GOAL

To maintain school buses, maintenance vehicles, mowers and other equipment in safe working order.

ESSENTIAL FUNCTIONS

- 1. Repairs, replaces and performs complete overhauls on engines on system-owned vehicles, including trucks, cars, and mowers;
- 2. Repairs and replaces air/hydraulic brake and cooling systems;
- 3. Performs miscellaneous preventive maintenance and service calls as needed; and
- 4. Orders parts and supplies as needed.

PHYSICAL DEMANDS

This job may require lifting of objects that exceed 50 lbs., with frequent lifting and/or carrying of objects weighing up to 25 lbs. Other physical demands that may be required are as follows:

- 1. Pushing and/or pulling
- 2. Climbing and/or balancing
- 3. Bending, stooping, kneeling, crouching, and/or crawling
- 4. Reaching
- 5. Seeing

VOCATIONAL PREPARATION

The required vocational preparation may come from any of the following:

- 1. Vocational education
- 2. Apprentice training
- 3. On-the-job training
- 4. Essential experience

TEMPERAMENT (Personal traits)

- 1. Adaptability to performing a variety of duties, often changing from one task to another of a different nature without loss of efficiency or composure.
- 2. Adaptability to accepting responsibility for the direction, control, or planning of an activity.
- 3. Adaptability to dealing with people.
- 4. Adaptability to making generalizations, evaluations, or decisions based on sensory or judgmental criteria.

CAPACITY AND ABILITY REQUIREMENTS

Specific capacities and abilities may be required of an individual in order to learn or perform adequately a task or job duty.

- 1. Intelligence: The ability to understand instructions and underlying principles. Ability to reason and make judgments.
- 2. Form Perception: To make visual comparisons and discriminations and see slight differences in shapes and shadings of figures and widths and lengths of lines.
- 3. Manual Dexterity: Ability to move the hands and manipulate small objects with the fingers rapidly or accurately.
- 4. Color Discrimination: Ability to perceive or recognize similarities or differences in colors or in shades or other values of the same color.

WORK CONDITIONS

May experience some discomfort due to exposure to odors, fumes, dust, and temperature.

GENERAL REQUIREMENTS

The above statements are intended to describe the general nature and level of work being performed by people assigned to this position. They are not intended to be a complete list of responsibilities, duties and skills required of personnel so assigned.