

# KYRENE SCHOOL DISTRICT, ARIZONA

## CLASS SPECIFICATION

### CLASS TITLE: Mechanic

<b>BAND</b>	<b>GRADE</b>	<b>SUBGRADE</b>
<b>B</b>	<b>2</b>	<b>2</b>
<b>DEPARTMENT:</b> Garage and Transportation	<b>ACCOUNTABLE TO:</b> Fleet Maintenance Supervisor	<b>FLSA STATUS:</b> Non-exempt
<b>CLASS SUMMARY:</b> Incumbents are responsible for troubleshooting and performing journeyman level repairs on gas and diesel engines and related systems. Duties include: performing preventive maintenance on buses and other District vehicles; performing vehicle emissions tests; completing paperwork; and, diagnosing and repairing electrical, mechanical, braking, and air conditioning problems.		
<b>DISTINGUISHING CHARACTERISTICS:</b> The Mechanic is the third level in a four level auto and equipment mechanic series. The Mechanic is distinguished from the Mechanic Technician in that the Mechanic performs major repairs on District buses and other vehicles. The Mechanic is distinguished from the Lead Mechanic in that the Lead assigns and monitors the work of other mechanics.		

DUTY NO.	ESSENTIAL DUTIES: (These duties are a representative sample; position assignments may vary.)	FRE-QUENCY	BAND/ GRADE
1.	Schedules and performs preventative maintenance and repairs on buses and other District vehicles to include replacing glass, repairing seats, changing belts and hoses, and repairing or replacing brake jobs.	Daily	A1
2.	Diagnoses and repairs electrical, mechanical, braking, and air conditioning problems and completes related paperwork.	Daily	B2
3.	Performs vehicle emissions tests.	Monthly	A1
4.	Serves as a backup bus driver.	Occasionally	A1
5.	Performs yearly school bus safety inspections in accordance with Department of Public Safety standards.	Annually	B2

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6.	Performs other duties of a similar nature or level.	As Required	N/B
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<p><b>Knowledge</b> (position requirements at entry):          Knowledge of:</p> <ul style="list-style-type: none"> <li>• Working systems on a school bus;</li> <li>• Diesel and gasoline engines;</li> <li>• Basic safety standards.</li> </ul>
<p><b>Skills</b> (position requirements at entry):          Skill in:</p> <ul style="list-style-type: none"> <li>• Performing preventative maintenance;</li> <li>• Performing repairs on vehicle and air conditioning to include use of the appropriate tools;</li> <li>• Operating a bus;</li> <li>• Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.</li> </ul>
<p><b>Training and Experience</b> (position requirements at entry):          Vocational training in an approved automotive program and two years of experience in repairing gas and diesel engines and related systems, or any combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.</p>
<p><b>Licensing Requirements</b> (position requirements at entry):</p> <ul style="list-style-type: none"> <li>• Arizona Commercial Driver’s License with passenger endorsement;</li> <li>• Arizona Environmental Quality Emissions Inspector License with fleet agent endorsement;</li> <li>• Environmental Protection Agency (EPA) (CFC-12) Freon License;</li> </ul>

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**Physical Requirements:**

Positions in this class typically require: climbing, stooping, kneeling, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, seeing, and repetitive motions.

Incumbents may be subjected to moving mechanical parts, electrical currents, vibrations, fumes, odors, dusts, gases, poor ventilation, chemicals, oils, extreme temperatures, inadequate lighting, and work space restrictions.

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of forces constantly to move objects.

**Classification History:**

Revised by Human Resources

Date: 2/00