

Job Title: **Mechanic I**

Qualifications:

1. High school graduate or equivalent.
2. Five years or more experience in automobile, truck, and bus maintenance and repairs.
3. Demonstrated ability in major mechanical repairs.
4. Hold a valid Alabama driver's license and a school bus driver's license.
5. Hold a valid State Department of Education Mechanic's Certificate.
6. Such alternatives to the above qualifications that the Board of Education may find appropriate and acceptable.

Reports to: Transportation Coordinator and Shop Foreman

Performance Responsibilities:

1. Maintain, repair, and recondition vehicular equipment (brakes, front and rear ends and ignition systems.
2. Reline brakes, king pin and bushings and spring replacement.
3. Install exhaust systems.
4. Repair and rework electrical wiring systems and replace components.
5. Trouble-shoot mechanical problems.
6. Assist with decisions on making repairs or replacements.
7. Recommend needed equipment.
8. Operate a bus and have knowledge of parts.
9. Do general welding.
10. Do minor body repair and gear work.
11. Remove and replace tires and handle the lubricating process.
12. Participate in training and development program set up by supervisor and/or foreman.
13. Assist with maintaining a clean, orderly, and safe working environment in the shop.

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14. Perform duties in a manner that promotes good public relations.
15. Be familiar with and follow Board of Education policies.
16. Maintain proper and professional relationship with students and other employees.
17. Make road calls to buses as required.
18. Assist with supervision and training of mechanic apprentices.
19. Be regular and punctual in attendance.
20. Maintain confidentiality of all School System business.
21. Perform other job related assignments determined by Shop Foreman, Transportation Coordinator or Superintendent.

Terms of Employment: Twelve months a year, subject to emergency calls. Salary according to appropriate current schedule.