

BUS MECHANIC I

DEFINITION

Under close supervision, maintains and repairs diesel, gasoline and/or alternative fuel powered City buses and related equipment.

SUPERVISION RECEIVED/EXERCISED

The Bus Mechanic I receives supervision from an Equipment Supervisor. This class does not exercise supervision.

DISTINGUISHING CHARACTERISTICS

Bus Mechanic I is the entry level class for candidates qualified to learn the duties of a Bus Mechanic II. Incumbents apply previously acquired mechanical skills while learning the special skills required to maintain diesel, gasoline and alternative fuel powered buses and related equipment. While in this class, incumbents will not achieve permanent status within the classification, as defined in Fresno Municipal Code Section 3-202 (p) (5).

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

May include, but are not limited to, the following:

Performs skilled tasks in the repair and maintenance of buses and related transit equipment.

Performs engine tune-ups and adjustments using standard testing and diagnostic equipment.

Performs minor repairs and replaces components on buses and related equipment.

Learns the disassembly, reassembly, preventative maintenance and inspection, diagnoses, installation, and repair of diesel, gasoline and alternative fuel engines drive train, brakes, suspension, steering, electrical including electrical systems, heating, ventilation and air conditioning and related components; and, correct use of corresponding tools and equipment.

Responds to road calls to repair buses and related equipment.

Maintains records of work performed.

Maintains a clean work area and assists with the cleaning of shop areas and equipment.

Performs related duties as required.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

The occupational hazards and safety precautions of the trade including the handling of hazardous materials.

The methods, materials, and equipment used in the maintenance and repair of buses and related transit equipment.

The operating principles of heavy duty engines and sub-systems

Troubleshooting and diagnostic practices and techniques for buses and related transit equipment.

Ability to:

Learn how to diagnose malfunctioning mechanical and electrical systems and related sub-systems.

Understand and carry out written and verbal instructions.

Establish and maintain effective working relationships with those contacted in the performance of assigned duties.

Read, write and perform shop math at the level required for successful job performance.

Operate computers and applicable software applications for basic data entry necessary for completion of assigned duties.

Interpret and work from manuals, schematics, sketches, diagrams, and work orders.

Skill to:

Properly use hand and power tools and equipment used in transit equipment maintenance and repair.

Safely operate a motor vehicle.

MINIMUM QUALIFICATIONS

Possession of a High School Diploma or equivalent GED Completion;

AND

One (1) year of full-time paid experience performing routine maintenance and simple repairs on diesel and gasoline powered cars, trucks, buses, construction equipment, and other vehicles and equipment;

Special Requirement(s):

Possess a valid California Driver's License at time of appointment. Within thirty (30) days of appointment must obtain a valid Commercial Instructional Permit. Within six (6) months must obtain and maintain a valid a Commercial Class B California Driver's License, with required endorsements and without air brake restriction.

Within twelve (12) months of appointment, must possess three (3) valid certifications issued by the National Institute for Automotive Service Excellence (ASE) in the following components:

Diesel Engines (H2)
Drive Train (H3)
Brakes (H4)

Incumbents must take all three certification examinations within the first six (6) months of appointment. Failure to obtain the ASE certifications within twelve (12) months of appointment will be cause for termination from this class.

This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level.

A Bus Mechanic I may be promoted to Bus Mechanic II after one (1) year of experience and upon recommendation of the appointing authority and possession of the three (3) above listed H Series ASE certifications.

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APPROVED: (Signature on File)
Director of Personnel Services

DATE: 12/8/2017

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Revised: SCM:bn 11/15/17