

BUS AIR CONDITIONING MECHANIC II

DEFINITION

Under general supervision, maintains and repairs HVAC systems on City Transit buses.

SUPERVISION RECEIVED/EXERCISED

Receives supervision from the Equipment Supervisor. Exercises no supervision.

DISTINGUISHING CHARACTERISTICS

Bus Air Conditioning Mechanic II is the journey level class in the Bus Air Conditioning Mechanic series. Incumbents perform skilled tasks involving disassembling, inspecting, replacing, assembling, and testing bus heating and cooling systems. This class is distinguished from Bus Air Conditioning Mechanic I in that the I is an entry level class in which incumbents work under close supervision maintaining and repairing refrigeration equipment in City Transit buses. The Bus Air Conditioning Mechanic II is distinguished from Bus Air Conditioning Mechanic Leadworker in that the leadworker is the advanced working/lead level class in the series.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

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

Inspects, maintains, and repairs bus HVAC system components using a variety of tools, equipment and diagnostic software.

Diagnoses , inspects, and tests refrigerant and air conditioning components for leaks, worn or defective parts, and other malfunctions.

Uses computer software to complete diagnoses, repairs, and verification of proper operation of systems.

Adjusts valves, gauges, thermostats, and other controls.

Drains and/or adds coolant as required.

Analyzes operating efficiency and recommends improvements.

Performs bus exchanges and road calls including repairs on vehicles in the field.

Read and interpret technical documents related to bus air conditioning.

Maintains a clean work area and A/C shop equipment.

Performs related duties as required.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Theory and operation of automotive heating, cooling, and refrigeration systems.

Methods, materials, tools and equipment, and techniques used in the repair, maintenance, and installation of automotive HVAC components.

Automotive electrical systems.

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

Skill/Ability to:

Use manual and power tools, gauges, and instruments.

Safely operate a motor vehicle.

Follow written and oral instructions.

MINIMUM QUALIFICATIONS

Education:

Possession of a High School Diploma or equivalent GED completion.

Experience:

Two (2) years of full-time paid experience in automotive, residential or industrial HVAC systems.

Special Requirement(s):

Possession of a valid California Commercial Class B Driver's License with passenger endorsement and without air brake restriction is required at the time of application and continued maintenance throughout the entire term of employment in this classification.

Possession at the time of application and continued maintenance throughout the entire term of employment in this classification the following valid certificate issued by the National Institute for Automotive Service Excellence (ASE) in the Bus Transit (H) Series:

- Heating and Ventilation & Air Conditioning (H7)

Possession at the time of application and continued maintenance throughout the entire term of employment in this classification United States Environmental Protection Agency (EPA) 608 and 609 certifications.

Within twelve (12) months of appointment must obtain and continued maintenance throughout the entire term of employment in this classification the following certification issued by National Institute for Automotive Service Excellence (ASE) in the Bus Transit (H) Series:

- Electrical/Electronic Systems (H6)

Incumbents must take the above certification examination within the first six (6) months of appointment. Failure to obtain the ASE certification within twelve (12) months of appointment will be cause for termination from this classification.

A Bus Air Conditioning I may be promoted to Bus Air Conditioning Mechanic II as early as six (6) months of experience at the I level upon recommendation of the appointing authority and possession of the required license and certifications as listed in the Bus Air Conditioning Mechanic I job specification. Employees hired at the II level will be required to serve the twelve (12) month probationary period.

PHYSICAL DEMANDS

The physical demands described here are representative of those that are necessary to safely, effectively, and efficiently perform the essential functions of this job with or without reasonable accommodation.

This classification's physical demands involve medium work exerting up to 50 pounds of force occasionally, and/or up to 30 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects. Additionally, the following physical demands may be required: balancing, climbing, crawling, crouching, feeling, manual dexterity, grasping, handling, hearing, kneeling, lifting, mental acuity, pulling, pushing, reaching, repetitive motion, speaking, standing, stooping, talking, visual acuity, walking.

APPROVED: _____ Signature on File

DATE: 10/20/2025

Director of Personnel of Services

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