

## **Goleta Union School District**

### **Mechanic II**

#### ***Basic Function***

Under the direction of the Head of Maintenance, Operations, and Transportation, plan, organize and participate in the maintenance and repair activities to a variety of large and small District vehicles and grounds maintenance equipment including gasoline and diesel-powered equipment; analyze equipment malfunctions and red-tag vehicles or equipment according to established procedures; maintain records and assure compliance with outside agencies; train and provide work direction to assigned vehicle maintenance staff.

#### ***Representative Duties***

Plan, organize and participate in the maintenance and repair activities to a variety of large and small District vehicles and grounds maintenance equipment including gasoline and diesel-powered equipment; analyze equipment malfunctions and red-tag vehicles and equipment according to established procedures. E

Provide work direction to assigned vehicle maintenance staff; receive work orders, plan and assign work; estimate time and material costs related to repair and maintenance functions; inspect completed work and work in progress to assure compliance with work orders. E

Determine equipment and material needs and requisition parts as necessary; communicate with supervisor on work projects and other related assignments; communicate with vendors and contractors as necessary. E

Prepare and maintain a variety of records and reports related to transportation, vehicles and equipment repair work, including maintenance records, CHP inspection reports and others. E

Perform journey-level mechanical work in the inspection, diagnosis, repair and maintenance on buses, automobiles, trucks, tractors and other large and small mechanical equipment. E

Diagnose mechanical troubles and make mechanical repairs such as general overhauling, replacing and adjusting bearings, grinding valves, adjusting ignition and carburetors, assembling transmissions and differentials, relining and adjusting brakes, aligning wheels, installing axles, overhauling steering gears and drive shafts. E

Perform routine maintenance safety checks and inspections; conduct road tests. E

Tune gas and diesel engines and carburetors. E

Adjust and reline brakes; maintain, rebuild and replace air and hydraulic brake system components; install axles; overhaul steering gears and drive shafts; change and balance tires. E

Repair and maintain engine electrical and ignition systems, such as distributors, coils, alternators, starters, and related systems. E

Repair and adjust automatic and standard transmissions, drive shafts, differentials, universal joints, gears, valves, transfer cases, and rear ends. E

Maintain shop area, equipment and tools in a safe, clean and orderly condition. E

Perform electrical and acetylene welding, brazing and soldering as assigned.

Perform related duties as assigned.

#### ***Knowledge and Abilities***

##### *Knowledge of:*

Techniques and practices of maintenance and repair of heavy and light automotive vehicles and grounds maintenance equipment.

Safe operation of related tools, equipment and procedures in the overhaul, repair and adjustment of motor equipment and of fuel, ignition, electrical and cooling systems.

Operation, theory and principles of gasoline and diesel-powered engines.

Principles and theories of internal combustion engine and electrical and hydraulic systems.

Methods, equipment, tools and materials used in the repair and maintenance of vehicles and equipment.

Legal mandates, policies, regulations and guidelines pertaining to shop operations, including CHP regulations.

Principles and practices of providing work direction.

## **Mechanic II**

Diagnostic procedures for vehicles and equipment.

Technical aspects of field of specialty.

Shop math applicable to vehicle maintenance.

Health and safety regulations.

### *Ability to:*

Diagnose, repair and maintain a wide variety of large and small gasoline and diesel-powered engines and related equipment.

Diagnose and repair mechanical, electrical and computerized malfunctions.

Analyze equipment malfunctions and red-tag vehicles or equipment according to established procedures.

Operate a variety of specialized equipment used in repairing or servicing of vehicles.

Read and apply technical and mechanical diagrams, schematics and repair manuals.

Provide work direction to assigned staff.

Analyze situations accurately and adopt an effective course of action.

Maintain records related to safety, CHP inspections, preventive maintenance and work performed.

Understand and follow oral and written directions.

Observe legal and defensive driving practices while test driving vehicle.

Establish and maintain cooperative and effective working relationships with others.

Any combination equivalent to: graduation from high school and three years of journey-level automotive or diesel maintenance and repair.

### ***Licenses and Other Requirements***

Possession of a valid California Class B Driver License.

### ***Working Conditions***

#### *Environment*

Vehicle and equipment repair shop environment.

Driving a vehicle to conduct work.

Emergency callout.

#### *Physical Demands*

Pulling, pushing, lifting and carrying heavy objects.

Walking or standing for extended periods.

Bending at the waist, kneeling, creeping or crouching.

Reaching overhead, above the shoulders and horizontally.

Dexterity of hands and fingers to operate power tools and equipment.

Perform repetitive hand and body motions.

#### *Hazards*

The Mechanic I performs a variety of maintenance and repair work on District fleet and grounds maintenance equipment. The Mechanic II is a single incumbent classification and serves as lead in the shop and is assigned work involving the red-tagging of vehicles and equipment and related paperwork.