

HOOD RIVER COUNTY SCHOOL DISTRICT CLASSIFIED JOB DESCRIPTION

Job Classification: Transportation Maintenance Technician

Job Title: Transportation Maintenance Technician

Job Purpose Statement/s:

The job of “Transportation Maintenance Technician” is done for the purpose/s of determining needed repairs and/or replacements on vehicle/equipment; ensuring the availability of vehicles/equipment in safe operating condition; and providing written documentation of repairs to meet district, state and federal requirements. This position works under the direction of the Transportation Supervisor.

Essential Job Functions:

- **Diagnoses** potential vehicle malfunctions for the purpose of determining needed vehicle/equipment repairs and/or replacements
- **Executes** preventive equipment/vehicle maintenance for the purpose of maintaining equipment/vehicle in a safe operating condition for the district, state or federal requirements
- **Maintains** shop, tools, supplies, equipment and vehicles for the purpose of ensuring safe, efficient work areas
- **Prepares and provides** documentation (e.g. repairs, maintenance records, etc.) for the purpose of providing written support and/or information as required to comply with district, state or federal requirements or regulations
- **Repairs** equipment/vehicle systems or components as needed, (i.e. welds, paints, tunes, overhauls), for the purpose of ensuring the availability of equipment/vehicle in a safe operating condition
- **Replaces** defective parts, systems or components for the purpose of ensuring the availability of equipment/vehicle in a safe operating condition
- **Performs** duties independently from general instructions and with minimal supervision

Other Job Functions:

- **Assigns** duties to service person as needed
- **Assists** other personnel as may be required for the purpose of supporting them in the completion of their work activities
- **Coordinates** and supervises summer bus cleaning
- **Maintains** consistent and predicable attendance to meet the requirements of the position
- **Drives** school bus as needed for the purpose of transportation of students or other needs as required
- **Performs** other duties as assigned

Job Requirements – Minimum Qualifications:

- **Experience:** Prior related experience involving both gas and diesel engines and in small and heavy equipment/vehicle repair
- **Skills:** Maintain gas and diesel engines, operate hand and power tools
- **Knowledge:** Specific knowledge of basic methods, tools and equipment used in maintenance repair of vehicles and other equipment, safe working procedures, traffic laws and first aid.
- **Abilities:** to stand for prolonged periods, inspect and repair equipment/vehicles. Significant physical abilities include lifting/carrying/pushing/pulling, stooping/crouching, reaching/handling, all for extended periods and with heavy loads; hearing conversations and other sounds (e.g. air leaks), near/far visual acuity/depth perception and accommodation.
- **Education:** High School diploma or equivalent; must have adequate supply of hand tools to perform repairs (i.e., socket set, wrenches, assortment of screwdrivers, pliers, hammers, etc.)
- **Licenses, Certifications, Bonding, and/or Testing Required:** Valid Class A Commercial Driver’s License w/airbrake and passenger endorsements; Criminal Justice Fingerprint Clearance, successful completion of school bus driver’s exam, physical exam, district-required drug screen, and State/Federal random drug/alcohol testing, CPR and first aid card.

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Physical Requirements:

1. In an eight-hour day employee may:

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|---------------|-------------------------------|---|----------------------------------|---|
| a. Stand/Walk | <input type="checkbox"/> None | <input type="checkbox"/> 1-4 hrs | <input type="checkbox"/> 4-6 hrs | <input checked="" type="checkbox"/> 6-8 hrs |
| b. Sit | <input type="checkbox"/> None | <input checked="" type="checkbox"/> 1-3 hrs | <input type="checkbox"/> 3-5 hrs | <input type="checkbox"/> 5-8 hrs |
| c. Drive | <input type="checkbox"/> None | <input checked="" type="checkbox"/> 1-3 hrs | <input type="checkbox"/> 3-5 hrs | <input type="checkbox"/> 5-8 hrs |

2. Employee may use hands for repetitive:

- Single Grasping Pushing and Pulling Fine Manipulation

3. Employee may use feet for repetitive movement as in operating foot controls:

- Yes No

4. Employee may need to:

- | | | | |
|-----------------|--|---------------------------------------|-------------------------------------|
| a. Bend | <input checked="" type="checkbox"/> Frequently | <input type="checkbox"/> Occasionally | <input type="checkbox"/> Not at all |
| b. Squat | <input checked="" type="checkbox"/> Frequently | <input type="checkbox"/> Occasionally | <input type="checkbox"/> Not at all |
| c. Climb Stairs | <input checked="" type="checkbox"/> Frequently | <input type="checkbox"/> Occasionally | <input type="checkbox"/> Not at all |
| d. Lift | <input checked="" type="checkbox"/> Frequently | <input type="checkbox"/> Occasionally | <input type="checkbox"/> Not at all |

5. Lifting:

Sedentary Work: Lifting 10 pounds occasionally with frequent sitting and occasional standing/walking.

Light Work: Lifting 20 pounds occasionally with occasional sitting and frequent standing/walking.

Medium Work: Lifting 50 occasionally, 25 pounds frequently with occasional sitting and frequent standing/walking.

Medium Heavy Work: Lifting 75 pounds occasionally, 35 pounds frequently with occasional sitting and frequent standing/walking.

Heavy Work: Lifting 100 pounds occasionally, 50 pounds frequently with occasional sitting and frequent standing/walking.