

BURBANK UNIFIED SCHOOL DISTRICT

CLASS TITLE: VEHICLE AND EQUIPMENT MECHANIC

BASIC FUNCTION:

Under the direction of an assigned supervisor, perform skilled work in the repair and maintenance of District vehicles and motorized equipment; perform a variety of welding duties as assigned.

REPRESENTATIVE DUTIES:

Diagnose, repair and maintain a variety of vehicles and equipment including air compressors, gardening, hydraulic, automotive and mechanical equipment, hybrid vehicles, electric carts, motorized gates and machines.

Perform preventative maintenance inspections of trucks, autos and other mechanical equipment; inspect engines, transmissions and clutches.

Repair and adjust engines; perform major and minor tune-ups; grease and service vehicles.

Repair and rebuild starters, generators and alternators.

Perform a variety of welding duties including soldering, brazing and manufacturing parts; operate electric and acetylene welding equipment as required.

Repair and replace brake lights and horns; perform welding and minor body work on vehicles as needed.

Adjust and align brakes and hydraulic brake system components.

Maintain shop area, equipment and tools; order and obtain supplies, materials and spare parts as required.

Perform safety checks and inspections on District trucks, passenger vehicles and other equipment.

Prepare and maintain routine records and reports related to vehicle and equipment inspection, maintenance and repair.

Operate a variety of tools and equipment used in the repair or servicing of vehicles and equipment including computerized diagnostic tune-up machines, lathes, mills, grinders, micrometers, gauges, welding equipment and other hand and power tools and equipment.

Operate a District vehicle to conduct work.

Perform other duties as related to job description

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Methods, equipment and materials used in vehicle and equipment maintenance.
Principles and methods used in preventative maintenance for automotive equipment.
Methods, equipment and procedures used in welding.
Basic record-keeping techniques.
Proper methods of storing equipment, materials and supplies.
Technical aspects of field of specialty.
Shop math applicable to vehicle maintenance.
Appropriate safety precautions and procedures.

ABILITY TO:

Perform skilled work in the inspection, maintenance and repair of vehicles and motorized equipment.
Operate equipment used in the repairing and servicing of vehicles.
Inspect, locate and diagnose mechanical defects.
Perform a variety of welding duties.
Operate electric and acetylene welding equipment.
Lift objects weighing up to 80 pounds using safe and proper methods and/or equipment; move objects weighing over 80 pounds using safe and proper methods and/or equipment.
Maintain simple records.
Work cooperatively and effectively with others.
Read and use mechanical diagrams.
Analyze situations accurately and adopt an effective course of action.
Observe legal and defensive driving practices.
Complete assignment in an efficient and timely manner.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: sufficient training or experience to demonstrate journey-level skill in vehicle and equipment repair and welding.

LICENSES AND OTHER REQUIREMENTS.

Valid California driver's license. Must obtain Bureau of Automotive Inspection Certificate within twelve months of employment.

WORKING CONDITION:

Shop environment; subject to lifting, climbing, noise and exposure to fumes and chemicals.

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