

## Ashe County Schools Job Description

<b>POSITION</b>	Mechanic
<b>TERM</b>	Full time
<b>FLSA STATUS</b>	Non-Exempt
<b>EDUCATION</b>	High School Diploma or GED required. A two-year degree in Diesel Technology or related Technical Training preferred
<b>LICENSE</b>	Hold or be eligible to obtain a North Carolina driver's license for the weight and type of vehicles operated as required by the Department of Motor Vehicles (ie school bus, wrecker, tanker, etc.)
<b>EXPERIENCE</b>	Minimum of two years of experience working on medium to heavy-duty trucks or buses preferred
<b>REPORTS TO</b>	Transportation Director

### KNOWLEDGE AND ABILITIES

- Considerable knowledge of school bus and other vehicle operation and maintenance
- Considerable knowledge of the operating principles of internal combustion engines and other mechanical components of school buses and service vehicles
- Considerable knowledge of the tools and equipment used in automotive repair shops
- Considerable knowledge of the methods of adjusting and repairing the electrical and generating systems of automotive equipment
- Ability to determine appropriate methods to repair improperly operating automotive equipment
- Ability to comprehend and apply North Carolina Inspection Law as applies to diesel vehicles including school buses
- Skills to physically perform manual tasks associated with engine maintenance and vehicle body repair
- Ability to read and comprehend technical materials

### DUTIES AND RESPONSIBILITIES

- Repair and maintain multiple vehicle systems
- Operate recovery equipment
- Diagnose complex mechanical problems
- Operate specialized power equipment to recondition motor assemblies
- Understand and repair multiplex wiring systems on buses
- Conduct complete engine tune-up using computerized equipment
- Repair and replace brake drums
- Straighten damaged frames, repair and replace differentials, driveshafts, front end, and steering mechanisms
- Repair electrical systems to ensure the proper functioning

- Repair, adjust, or replace starters, generators, transmissions, and clutch assemblies
- Perform North Carolina Department of Motor Vehicles required inspection of buses
- Other duties as assigned by the Director of Transportation or Superintendent

**DISCLAIMER**

The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees for this job.

<b>ACKNOWLEDGEMENTS</b>	
The following signatures acknowledge that the supervisor has verified the accuracy of the position description, has discussed position requirements with the employee, and has advised the employee of work performance expectations	
<i>Reviewed by: Employee's Signature</i>	<i>Date</i>
<i>Approval by: Supervisor's Signature</i>	<i>Date</i>