



1617 FLEET SERVICE TECHNICIAN

Classification Summary

1. Perform gas and diesel engine repair and servicing of District busses, vans, heavy and other maintenance equipment such as riding mowers, tractors and small equipment. Implement preventive maintenance programs and perform related work as required.
2. Perform a variety of routine fleet servicing and maintenance work typified by such tasks as oil changes and other lubrication, replacing filter, light bulbs and headlights, tire changes/rotation, and brake adjustments. Record and refer deficiencies of more major repairs needed. May serve as emergency bus driver. Perform other related work as required.

Required Knowledge, Skills and Abilities

This classification is distinguished from other fleet repair classifications by the absence of work which requires post-secondary automotive mechanic training and/or certification. Fleet repair work performed, however, does require general familiarity with engines and repair procedures of a routine nature.

Supervisory Relationships

Employees in these classifications comprising the Fleet Mechanic series receive supervision from a Transportation Division supervisor. Technical oversight of the shop and staff is provided by a Fleet Shop Coordinator.

Required Knowledge, Skills and Abilities

1. General knowledge of motor vehicle operations, maintenance procedures, tools and equipment.
2. Ability to understand the use and operation of hand tools, power tools, steam and pressure washers, lubrication equipment, and a computerized fueling system.
3. Ability to maintain basic records.
4. Ability to operate and learn to operate computer terminals and two-way radios.
5. Good physical condition to perform manual labor tasks and work in small places.
6. Ability to obtain a State of Oregon School Bus Drivers' license and first aid card; and general knowledge of District bus routes.
7. Ability to perform emergency relief bus driving as assigned.
8. General understanding of worker safety concepts, requirements, and practices.
9. Interpersonal skills and ability and willingness to work in a team environment within an automotive shop as well as within the District.
10. Maintains regular and prompt attendance.
11. Performs other related duties as assigned.

Minimum Qualifications for Class Entry

1. Graduation from a senior high school or equivalent and some automotive maintenance experience or training equivalent to the work to be performed. Graduation from an accredited vocational training program without any work experience may be substituted for the required experience.
2. Possession of a valid State of Oregon School bus Driver's License and first aid card.