



Platte County

HOME OF THE PIRATES

Tradition. Pride. Vision.

Bus Mechanic

FLSA Status:

Non-Exempt

Qualifications:

High School Diploma or equivalent
Desire to continue career improvement by enhancing skills and job performance

Experience:

4 years minimum experience as a school bus mechanic or with equivalent experience with medium and heavy duty single axle vehicles. Must have background in air and hydraulic brake, diesel and gas engines, and automatic transmissions.
Job related experience with increasing levels of responsibility

Clearances:

Criminal Justice
Fingerprint/Background
Clearance

Support Staff Salary Schedule:

Range 23

Reports to

Director of Transportation

Terms of Employment

260 days, 8 hours per day, with benefits according to Board policy.

Purpose Statement

The job of the Bus Mechanic is to keep the district's buses in a state of operating excellence so that they present no problems or interruptions to the educational processes.

Essential Job Functions

- Maintain a MVI license.
- Assist in the inspecting of buses.
- Assist in the diagnosing of repair needs.
- Perform routine maintenance of buses.
- Repair buses according to industry and safety standards.
- Reports to the Director of Transportation any areas of concern pertaining to the safe operation of buses.
- Possess and maintain a current class B CDL with air brake endorsement and a school bus permit.
- Must be able to prioritize jobs for maximum efficiency.
- Must be able to work independently and under pressure.
- Consistent and regular attendance is an essential function of this position.
- Required to use Time Clocking System for clocking in and out each day they are scheduled to work. Clocking must reflect true time worked.
- Ability to work to implement the vision, mission and values of the district.

Other Job Functions

- Drive a regular route or activity when called upon.
- Must be able to lift at least 80 pounds on a regular basis.
- Ability to interpret a variety of instructions furnished in written, oral, diagram or scheduled form.
- Demonstrate professionalism and appropriate judgment in behavior, speech, dress, and appropriate professional manner for the work setting.
- Demonstrates effective human relations and communication skills.
- Adheres to good safety practices.
- Adheres to all district rules, regulations, and policies.
- Attends safety meetings and summer in-service meetings.
- Performs other duties as required or assigned.

Skills, Knowledge and Abilities

SKILLS are required to perform single, technical tasks with a need to occasionally upgrade skills in order to meet changing job conditions. Specific skill based competencies required to satisfactorily perform the functions of the job include: adhering to safety practices; operating school buses and/or district vehicles; operating tools/equipment used in maintenance of vehicles; and preparing and maintaining accurate records.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; read technical information, compose a variety of documents, and/or facilitate group discussions; and understand complex, multi-step written and oral instructions. Specific knowledge based competencies required to satisfactorily perform the functions of the job include: methods of maintaining vehicles; methods of storage and removal of hazardous materials; and safety practices and procedures.

ABILITY is required to schedule activities and/or meetings; gather, collate, and/or classify data; and consider a number of factors when using equipment. Flexibility is required to work with others; work with data utilizing defined but different processes; and operate equipment using a variety of standardized methods. Ability is also required to work with a diversity of individuals; work with a variety of data; and utilize a wide variety of types of job-related equipment. Some problem solving may be required to identify issues and select action plans. Problem solving with data frequently requires independent interpretation of guidelines; and problem solving with equipment is significant. Specific ability based competencies required to satisfactorily perform the functions of the job include: adapting to changing work priorities; communicating with diverse groups; meeting deadlines and schedules; setting priorities; and working with interruptions.

Physical Demands

The usual and customary methods of performing the job's functions require the following physical demands: significant lifting, carrying, pushing, and/or pulling, frequent climbing and balancing, significant stooping, kneeling, crouching, and/or crawling and significant fine finger dexterity. Generally the job requires 20% sitting, 40% walking, and 40% standing. The job is performed under minimal temperature variations and under conditions with exposure to risk of injury and/or illness.