

MOP Co-Op Bus Mechanic

DESCRIPTION:

Coordinates activities to ensure that district and other school municipality equipment and vehicles, including buses, are properly maintained.

REQUIREMENTS:

High school diploma or general education degree (GED) and one to three years' related experience and/or training preferred.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Carries out repairs, maintenance, preventative maintenance, and other duties as assigned by the Supervisor of Transportation.
2. Assures adequate maintenance and repair records are maintained for district vehicles and equipment.
3. Recommends major equipment and vehicle repairs and replacements.
4. Annual State Police Bus Inspection.
5. Maintains the ability to diagnose, repair, rebuild and make necessary adjustments on all vehicle systems.
6. Maintains a thorough knowledge and ability to repair components on all systems, including the ability to operate shop equipment.
7. Performs trouble shooting and related repairs on district and other municipality vehicles.
8. Must be willing to become certified as a school bus driver.
9. Must hold or be eligible for State of Michigan Mechanic Certification.
10. Must be able to lift up to 75 pounds.
11. Ability to read and interpret documents such as safety rules, operating and maintenance instructions and procedure manuals.
12. Ability to write routine reports and correspondence.
13. Ability to speak effectively before groups of customers or employees of organization.
14. All other duties as assigned.