

SENIOR AUTOMOTIVE TECHNICIAN

GENERAL RESPONSIBILITIES

The position is responsible for performing school bus maintenance and repair, performing state inspections, addressing driver complaints and training automotive journeymen and servicemen.

ESSENTIAL TASKS

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Perform state inspections. Cut and install window glass.
- Trouble shoot and repair electrical components (e.g., altimeters, starters, batteries, ignition switches, fan motors, wiper motors, traffic light systems, light bulbs, dash gauges, switches, turn signal switches, horn contacts).
- Replace or repair defective wires, and repair stop arms and swing gates.
- Trouble shoot and repair brake problems.
- Replace brake shoes, pads, drums rotors, slack adjusters, brake chambers, brakearms, air compressors and governors, air and hydraulic brake lines, master cylinders, and hydro-vac brake boosters. Measure wear in brake drums and rotors. Troubleshoot and repair steering components.
- Replace defective items (tie rod ends, king pins, drag links, pitman anus, steering gears, power steering pumps and hoses, and leaf springs).
- Troubleshoot and repair engine performance problems. Troubleshoot and repair wheelchair lifts.
- Troubleshoot and repair cooling system problems (hoses, radiators, thermostats, valves, heater cores.)
- Repair exhaust systems. Perform valve adjustments. Replace head gaskets. Remove and install diesel and gasoline engines. Repair or install automatic and manual transmissions.
- Replace clutches and related components (release bearings, pilot bearings and re-surface or replace worn fly wheels.).
- Inspect and repair differentials and rear axle assemblies.
- Perform some welding and brazing jobs.
- Troubleshoot and repair fuel systems (e.g., injection pumps, fuel injectors, and carburetors).
- Perform engine tune-ups.
- Replace leaking gaskets and seals (valve cover gaskets, pinion seals, grease seals, transmission seals, oil pan gaskets, oil cooler gaskets). Perform 10,000-mile checks.
- Repair and maintain shop equipment. Distribute work orders to team members, supervise repairs, and provide technical advice and assistance. Help determine the need and feasibility of major repairs.
- Change flat or worn out tires.
- Answer phone calls from drivers primarily concerning the status of their bus.

- Complete paper work for work orders.
- Trouble shoot and repair drive train problems (u-joints, carrier bearings, drive shaft yolks).
- Use computer system to access vehicle work history.
- Perform routine vehicle service (operate grease gun, change oil and filters).
- Interpret repair manuals, parts manuals, and work orders.
- Perform related work as required.

KNOWLEDGE, SKILLS AND ABILITIES

Thorough knowledge of the methods, tools and equipment used in the repair of buses, automotive passenger cars, trucks, construction and maintenance equipment; thorough knowledge of and skill in the use and operation of shop tools and machinery; ability to detect by inspection any worn or broken automotive parts; ability to adapt available tools and repair parts to specific repair problems; ability to interpret and work from sketches, diagrams and installation and repair charts; ability to follow oral and written instructions accurately; ability to establish and maintain effective working relationships with associates.

EDUCATION AND EXPERIENCE

High school graduate or GED. Valid Virginia State Police issued State Inspectors License. Considerable apprentice experience with gas and diesel engines and systems and repair procedures.

A comparable amount of training and experience may be substituted for the minimum qualifications.

PHYSICAL REQUIREMENTS

Significant standing, walking, moving, climbing, carrying, bending, kneeling, crawling, reaching, handling, pushing, and pulling. Ability to lift articles up to 50 lbs.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

SPECIAL REQUIREMENTS

Possession of a valid Virginia Commercial Driver’s License within 90 days.

FLSA status: Non-exempt	Description: Rev. 6/00
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