

Sweetwater Union High School District

FLEET/HEAVY EQUIPMENT TECHNICIAN

Purpose Statement

The job of Fleet / Heavy Equipment Technician is done for the purpose/s of ensuring the availability of vehicles and heavy equipment in safe operating condition by determining needed repairs and/or replacements on district vehicles; performing required repairs and preventive maintenance and providing written documentation of repairs to meet district, state and federal requirements.

Essential Functions

- Repairs vehicle systems/components, etc. (e.g. diesel/gasoline engines, transmissions, differentials, clutches, etc.) for the purpose of ensuring the availability of vehicles in safe operating condition.
- Adjusts parts, components, systems (e.g. electronics, computerized systems, carburetors, valves, pistons, rings, bearings, etc.) for the purpose of ensuring the fitness and proper operation of all vehicles.
- Diagnoses potential vehicle/equipment malfunctions using computerized and specialized equipment (e.g. diesel/gasoline buses, vans, automobiles, tractors, forklifts, grounds equipment, etc.) for the purpose of determining needed vehicle repairs and/or replacements.
- Inspects district vehicles and heavy equipment for the purpose of adhering to a preventive maintenance schedule and safety / emissions inspection standards and requirements.
- Performs road tests on all vehicles / equipment as needed and/or assigned for the purpose of ensuring that vehicles / equipment are in safe operating order.
- Replaces all defective vehicle parts/systems (e.g. brakes, fuel pumps, fuel lines, gauges, electrical wiring, etc.) for the purpose of ensuring the availability of vehicles in a safe operating condition.
- Maintains and operates tools, equipment and/or shop area for the purpose of ensuring the availability and functioning of required tools and equipment within a safe work area.
- Responds to road calls regarding disabled vehicles as needed and/or assigned for the purpose of performing emergency repair work in the field and/or determining if vehicle needs to be towed.
- Prepares documentation (e.g. records of repairs, maintenance logs, costs, vehicle warranties, etc.) for the purpose of conveying required information and meeting federal and state requirements.
- Fabricates parts as needed and/or assigned for the purpose of providing items necessary for repairs.
- Assists other mechanics and/or service workers as needed for the purpose of completing difficult tasks and responding to coworker requests.

Other Functions

- Attends safety meetings and other inservice meetings for the purpose of ensuring that functions are performed in a safe manner.
- Performs other related duties as assigned for the purpose of ensuring an efficient and effective work environment.

Job Requirements: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform single, technical tasks with a need to periodically upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include: operating equipment used in heavy equipment / vehicle maintenance and repair; adhering to safety practices; handling hazardous materials; and preparing and maintaining accurate records.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; read a variety of manuals, write documents following prescribed formats, and/or present information to others; and solve practical problems. Specific knowledge required to satisfactorily perform the functions of the job includes: methods of maintaining vehicles/heavy equipment; methods of storage and removal of hazardous materials; provisions of the State Motor Vehicle Code and the Education Code applicable to the operation of vehicles transporting students; and safety practices and procedures.

ABILITY is required to schedule activities and/or meetings; gather, collate, and/or classify data; and consider a wide variety of factors when using equipment. Flexibility is required to work with others in a variety of circumstances; work with data utilizing defined and similar processes; and operate equipment using a variety of standardized methods. Ability is also required to work with a wide diversity of individuals; work with a variety of data; and utilize a wide variety of types of job-related equipment. In working with others, problem solving is required to identify issues and create action plans. Problem solving with data requires independent interpretation of guidelines; and problem solving with equipment is significant. Specific abilities 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 constant and sustained interruptions.

Responsibility

Responsibilities include: working under limited supervision using standardized practices and/or methods; leading, guiding, and/or coordinating others; and operating within a defined budget. Utilization of some resources from other work units may be required to perform the job's functions. There is a continual opportunity to significantly impact the Organization's services.

Working Environment

The usual and customary methods of performing the job's functions require the following physical demands: significant lifting, carrying, pushing, and/or pulling; some climbing and balancing; frequent stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally the job requires 20% sitting, 35% walking, and 45% standing. The job is performed under minimal temperature variations and some hazardous conditions.

Education/Experience

Any combination equivalent to High School diploma, supplemented by specialized training in the repair of gasoline and diesel powered equipment, and three years of responsible experience in the repair and maintenance of heavy and light equipment, including one year of journey-level experience.

Required Testing

Pre-employment Proficiency Test

Certificates

Valid Commercial Driver's License with passenger and air brake endorsements
 Driver certificate for school bus operation
 Valid medical card

Continuing Educ./Training

None Specified

Clearances

Criminal Justice Fingerprint/Background Clearance

The Sweetwater Union High School District does not discriminate with regard to sex, race, religion, color, national origin, ancestry/ethnicity, marital or parental status, age, physical or mental disability, sexual orientation or any other unlawful consideration. SUHSD Board Policy #2224