

**SACRAMENTO REGIONAL TRANSIT DISTRICT  
JOB DESCRIPTION**

**MECHANIC A – BODY AND FENDER**

**FLSA Exemption Status:** Non-Exempt

**Authorized:** 10/99

**Bd. Revised:** 05/08

**Job Summary**

Effectively uses a variety of hand and power tools, welding equipment and specialized knowledge to fabricate, weld and manipulate a variety of materials to repair the bodies and frames of District revenue and non-revenue vehicles and other components common to the body of District vehicles and equipment; prepares and spot paints surfaces after repairs are completed; assists and/or purchases designated parts and supplies from vendors; performs off-site and/or emergency repairs; serves as a team leader for assigned projects; practices safe work processes and contributes to the creation and maintenance of a safe working environment for self and others; and performs other related duties as assigned.

**Distinguishing Characteristics**

This is a highly skilled journey level specialist job classification within the Mechanic job series. Incumbents in this classification are distinguished from other mechanic classifications by the independent performance of a full range of skilled welding and fabrication duties and body and fender repair work.

**Supervision Received**

Receives limited supervision within a framework of standard operating policies and procedures.

**Supervision Exercised**

Provides technical supervision to other employees, as assigned.

**Essential Functions and Responsibilities**

Fabricates, welds, and works metal, plastic, wood, vinyl and fiberglass to repair District vehicles and other body components common to a variety of District vehicles and equipment; prepares, fills, sands, masks, primes, and spot paints surfaces after repairs are completed; communicates with equipment manufacturers as required; performs necessary repairs on associated electrical and pneumatic components; prepares and maintains work orders, logs, inventories, and other routine records/reports; may make road calls to take corrective action on defect reports and/or to perform emergency repairs; serves as team leader for assigned projects; repairs destination signs and curtains on an as needed basis; may assist and/or purchase designated parts and supplies from vendors; safely operates District coaches and other vehicles in the course of performing assigned duties; designs and fabricates special tools and equipment as required, and performs other related duties as assigned.

## **Mechanic A – Body/Fender**

### **Required Education, Experience, Knowledge Skills and Abilities**

*Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

#### **Required Prior Education:**

High school diploma or equivalent.

#### **Required Prior Experience:**

Four (4) years of progressively responsible full-time journey-level experience performing body/fender repair work on buses, commercial trucks, light rail vehicles or equivalent vehicles and/or equipment or successful completion of a District sponsored training and certification program.

#### **Licenses and/or Certificates:**

Possession of a Class A California Driver's License permit with endorsement(s) on the first day of appointment, and the ability to obtain a Class A California Driver's License with endorsement(s) within 90 days of appointment; a satisfactory driving record; possession of a Forklift Operator Certification or the ability to obtain a forklift certificate within 90 days of appointment. Required to obtain the tools for the Mechanic (Body/Fender) by the end of the probationary period.

Depending on assignment, may be required to pass an examination for, and maintain a Regional Transit LRV Operator's license, which includes the ability to pass the Ishihara Eye Test.

#### **Required Knowledge of:**

- Methods, techniques materials, tools, and equipment necessary for the repair, of automobile, bus and LRV bodies, frames and related components and equipment.
- Basic metallurgy; and metal cutting techniques, including the use of plasma machines.
- Techniques and safe use of oxy-acetylene, TIG, Stick and MIG welding equipment.
- Methods and practices used to fabricate and shape sheet steel, aluminum, plastic, fiberglass, wood, plywood, and other materials commonly used in automotive, bus and LRV bodies.
- Mechanical principles of standard hydraulic, pneumatic and electrical systems
- Standard first aid and general shop safety practices.
- Understand and follow guidelines including the Material Data Safety Sheets (M.S.D.S.) for safe handling of toxic and/or caustic chemicals and other hazardous materials, including blood borne pathogens.
- Depending on assignment, when using a single or multi-stage paint system, management and maintenance of the AQMD records for the paint materials and supplies is required.

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### **Required Ability to:**

- Obtain and maintain a valid Class A California driver's license issued by the Department of Motor Vehicles with proper endorsements and current medical certificate.
- Comply with drug and alcohol testing provisions for safety-sensitive employees as required by the FTA, Department of Transportation (49 CFR, Parts 40 and 655).
- Remove and repair damaged body panels, windows, doors, trim plates, mirrors, bumpers and other vehicle body components.
- Spot paint repaired areas utilizing single paint system and process.
- Read and understand blueprints and engineering specifications to build, assemble, and fabricate body components, tools and equipment.
- Read and understand schematics, operations, service and safety manuals.
- Understand and effectively follow written and oral instructions.
- Learn new skills and adapt to new and evolving repair technologies.
- Exercise good judgment and effectively solve practical problems
- Maintain attention to detail in a work environment of frequent interruptions.
- Work independently in the absence of supervision.
- Understand and follow guidelines for safe handling of toxic and/or caustic chemicals and other hazardous materials.
- Learn and effectively apply the District's policies and procedures.
- Establish and maintain effective working relationships with those contacted in the performance of required duties.
- Perform essential functions of the job without causing harm to self or others.

### **Required Computer Skills with:**

- Personal Computers and Windows applications

### **Physical and Mental Requirements**

The essential functions of this job are performed in both a shop environment and outside in various weather conditions, including extreme heat and cold. Work is performed on ladders, around moving vehicles, equipment and machinery with moving parts, in confined spaces, on wet, slippery and/or uneven surfaces, and occasionally, below ground and/or with hands submerged in water. Incumbents are exposed on a daily basis to a dry atmosphere, constant loud noise and vibrations, dust, silica, fumes, smoke, gases, grease, oils, and toxic and/or caustic solvents and chemicals; and are occasionally subjected to excessive humidity and exposed to electrical energy,

On a daily basis, the essential functions of the job require incumbents to climb ladders, stoop, kneel, crouch, crawl, stand, and walk; to sit for extended periods of time while processing work orders and driving vehicles; to extend arms and use upper extremities, finger dexterity and hand strength to reach, pick, pinch and grasp tools and controls and/or to feel the attributes of objects; to lift, and carry objects weighing between 10 and 50 pounds; to push and pull objects weighing up to 150 pounds; to hear and talk to receive and communicate instructions and other information; to rotate neck left and right and bend neck forward and backward; to bend and twist torso; to read and see objects

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clearly within one foot to twenty feet, requiring a full field of vision, good depth perception, the ability to adjust focus and distinguish basic colors and shades of color; and to operate vehicles and equipment requiring the use of both feet and hands.