

**SACRAMENTO REGIONAL TRANSIT DISTRICT
JOB DESCRIPTION**

MECHANIC A – GAS AND PROPANE

FLSA Exemption Status: Non-Exempt

Authorized: 10/99

Bd. Revised: 05/08

Job Summary

Effectively uses a variety of hand, power and computer diagnostic tools and testing instruments to independently perform varied and complex inspection, diagnostic, overhaul and repair functions required for the maintenance of the District's non-revenue fleet of vehicles and related equipment; troubleshoots and performs off-site and/or emergency repairs; serves as a team leader on assigned projects; researches, assists and/or purchases parts and supplies from vendors; 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 the Mechanic A classification by the independent performance of a wide range of complex inspection, testing, diagnostic and repair functions required to maintain the District's gasoline, diesel, electric and propane powered non-revenue fleet of vehicles and related equipment.

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

Inspects, tests, troubleshoots, diagnoses, builds, rebuilds, overhauls and maintains all mechanical and electronic-related systems and components on non-revenue fleet vehicles or other equipment owned and operated by the District; reads blueprints, schematics, job orders and wire numbers; makes road calls to service disabled vehicles; safely operates District vehicles, machinery and equipment; performs essential functions of all classifications within the Mechanic job series as required; provides input and oversight to the outsourcing of mechanical maintenance and repair tasks as necessary; ensures that all designated non-revenue vehicles and equipment meet California State emissions requirements; researches, assists and/or purchases parts and supplies from vendors; may be assigned to instruct and/or assist other Mechanics; and performs other related duties as assigned.

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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. Automotive ASE Certifications are highly desirable.

Required Prior Experience:

Four (4) years of responsible full-time journey level experience successfully performing diagnostics and mechanical overhaul and repair of gasoline, electric, diesel and/or propane powered vehicles and other support equipment, or completion of a District sponsored training and certification program.

Licenses and/or Certificates:

Possession of a Mechanic A's rating and/or possession of a Regional Transit Certification of ability to diagnose, repair, and overhaul electrical and mechanical systems for vehicles and other support equipment; 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; EPA Type 609 Certification; may be required to acquire Headlight and Brake Repair Certification; required to obtain the tools for the Mechanic A (Gas/Propane) by the end of the probationary period.

Required Knowledge of:

- Methods, materials, lubricants, tools, and equipment used in servicing, diagnosis, preventive maintenance, overhaul and repair of District vehicles and equipment.
- Mechanical principles for gas, diesel, electric and propane powered engines, fluid systems, electrical systems, power train and chassis.
- Mechanical principles of braking, heating, air conditioning, pneumatic and hydraulic systems and transmissions.
- Standard first aid and general shop safety practices, including the proper handling and disposal of blood-borne pathogens.

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).
- Understand and follow guidelines including the Material Data Safety Sheets (MSDS) for safe handling of toxic and/or caustic chemicals and other hazardous materials, including blood borne pathogens.
- Learn and effectively apply the District's policies and procedures.

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- Troubleshoot, diagnose, repair and/or overhaul electronic, electrical and mechanical systems for District gas and propane-powered vehicles and support equipment.
- Inspect, test, adjust, repair, replace, rebuild, and overhaul vehicle equipment, assemblies, sub-assemblies, and related equipment, machinery and tools
- Demonstrate the correct use of hand tools common to the trade.
- Safely operate District equipment and vehicles.
- Write work orders and routine reports in a clear and concise manner.
- Read and understand schematics, operations, service, and safety manuals.
- Understand and effectively follow written and oral instructions.
- Prioritize workload to ensure successful job performance for self and others.
- 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.
- 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.
- Maintain current DOT medical certificate as provided by the District.

Required Computer Skills with:

- Personal Computers and Windows applications
- Ability to learn and effectively utilize multiple and designated computer based diagnostic tools, such as Scan and OBD II tools for a variety of automotive equipment.

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, under wet and slippery conditions and, occasionally, with hands in water. Incumbents may be exposed on a daily basis to excessive humidity, a dry atmosphere, intermittent loud noise and vibrations, dust, silica, fumes, smoke, gases, grease, oils, electrical energy, and toxic and/or caustic chemicals.

On a daily basis, the essential functions of the job require incumbents to climb ladders, stoop, kneel, crouch, stand, and walk and occasionally to crawl into confined spaces; 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 up to 50 pounds; to push and pull objects weighing up to 150 pounds; to hear and talk to receive and communicate instructions and other information and to listen to vehicles in operation to determine malfunction; to rotate neck left and right and bend neck forward and backward; to bend and twist torso; to read and see objects clearly within one foot to arms length, and occasionally to twenty feet, requiring a full field of vision and good depth perception with the ability to adjust focus

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and distinguish basic colors and shades of color; and to operate vehicles and equipment requiring the use of both feet and hands.