

**SACRAMENTO REGIONAL TRANSIT DISTRICT
JOB DESCRIPTION
MECHANIC A**

Exhibit B

FLSA Exemption Status: Non-Exempt

Authorized: 10/99
Bd. Revised: 12/08

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 District revenue and non-revenue vehicles and equipment, including gas, diesel and CNG powered coaches, trucks, cars, fare boxes, fare collection equipment, small shop machinery, power tools, and other support equipment; performs off-site and/or emergency repairs; serves as a team leader for assigned projects; may serve as Lead Mechanic during absence of supervisor; 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 the highly-skilled journey level classification within the Mechanic job series. Incumbents in this classification are distinguished from lower level Mechanic classifications by the independent performance of a wide range of complex inspection, testing, diagnostic and repair functions required to maintain all District revenue and non-revenue vehicles and related equipment. Incumbents in this classification must be able to learn and transfer new and expanded mechanical and electronic knowledge and skills as diagnostic systems and mechanical/electronic components are modified and updated.

Supervision Received

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

Supervision Exercised

Provides technical and/or functional supervision to lower level positions as assigned. May act in a lead capacity to others during assigned supervisor's absence.

Essential Functions and Responsibilities

Inspects, tests, troubleshoots, diagnoses, builds, rebuilds, overhauls and maintains all pneumatic, mechanical and electronic-related systems and components on RT revenue and non-revenue vehicles and equipment, including gas, diesel, propane and CNG powered coaches, trucks, cars, fare boxes, fare collection equipment, small shop machinery power tools, and other support equipment; reads blueprints, schematics, job orders and wire numbers; makes road calls to service disabled vehicles; safely operates District coaches and other vehicles in the course of performing assigned

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duties; performs essential functions of all classifications within the Mechanic job series as required; may be assigned to instruct and/or assist other Mechanics; may be assigned to serve as Lead Mechanic during absence of supervisor; and performs other related duties as assigned.

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 diagnostics and mechanical overhaul and repair of gas, diesel and/or CNG powered buses, trucks, and/or other related vehicles and equipment; or successful completion of a District-sponsored training and certification program; or successful completion of a certified vocational, technical, trade school or college program in a closely related field of study.

Licenses and/or Certificates:

Possession of a Mechanic A rating and/or possession of a Regional Transit Certification of ability to diagnose, repair, and overhaul electrical and mechanical systems for coaches, cars, trucks and other support equipment; possession of, or the ability to obtain a Refrigeration Recovery/Containment Certificate Type II (per Federal EPA regulations); 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 A 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, and/or CNG 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

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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).
- Troubleshoot, diagnose, repair and/or overhaul electronic, electrical and mechanical systems for District coaches, vehicles and support equipment.
- Inspect, test, repair, replace, rebuild, and overhaul vehicle equipment, assemblies, sub-assemblies, and support 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, including schematic symbols, electrical drawings, pulse and logic circuits and operations microprocessors.
- 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.
- 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.
- Ability to learn and effectively utilize multiple and designated computer based diagnostic tools.

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, high pressure clean natural gas 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

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