

**SACRAMENTO REGIONAL TRANSIT DISTRICT
JOB DESCRIPTION**

MECHANIC C

FLSA Exemption Status: Non-Exempt

Authorized: 10/99

Bd. Revised: 05/08

Job Summary

Using a variety of hand and power tools, performs defined inspections and assigned preventive maintenance functions and assists more experienced Mechanics in the performance of general inspections, electronic analysis, mechanical repair and preventive maintenance of District buses, related equipment, and other vehicles; makes road calls taking corrective action as identified on defect reports; practices safe work processes and contributes to the creation and maintenance of a safe working environment for self and others; performs related duties as assigned.

Distinguishing Characteristics

This is the entry level to the Mechanic job classification series. Incumbents learn and apply basic mechanical knowledge and skill to the performance of defined inspections and related preventive maintenance and repair functions and assist more experienced mechanics in the inspection, analysis, preventive maintenance and mechanical repair of District coaches, related equipment and other vehicles. Problem solving is limited to standard operating procedures; alternative actions and decision making are referred to the appropriate authority.

Supervision Received

New employees receive close supervision within a framework of well-defined policies and procedures. Once proficiency is attained, assignments become more varied and are performed under general supervision within a framework of well-defined policies and procedures.

Supervision Exercised

Incumbents in this classification do not exercise supervision over others.

Essential Functions and Responsibilities

Performs specific inspections and makes related repairs, such as brake adjustments and replacement of engine fluids and fuel lines; replaces brake diaphragms, slack adjusters and window glass; assists in pullout operations; makes road calls taking corrective action identified on defect reports; repairs brake systems, engine assemblies, and transmissions; assists more experienced Mechanics in the performance of general inspections, electronic analysis, mechanical repairs, preventive maintenance and the removal and replacement of component parts, such as radius rod bushings, bellows, starters and radiators; maintains and repairs fare boxes; performs maintenance checks on fire suppression systems; safely operates District coaches and other vehicles in the course of performing assigned duties; 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. Verifiable training in automotive or diesel mechanics, including high school mechanics courses and/or a regional occupational program is desirable.

Required Prior Experience:

One year of full-time experience successfully performing the duties of the District's Bus or Light Rail Service Worker; or one year of full-time experience successfully performing maintenance, servicing and safety checking of gasoline, electric and/or diesel powered vehicles.

Licenses and/or Certificates:

Possession of a Class B California Driver's License permit with endorsement(s) on the first day of appointment and the ability to obtain a Class B 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 C by the end of the probationary period.

Required Knowledge of:

- Methods, materials, lubricants, tools, and equipment used in servicing, routine maintenance and repair of automotive equipment.
- Standard first aid and shop safety practices.

Required Ability to:

- Obtain and maintain a valid Class B 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).
- Learn and effectively apply the District's policies and procedures
- Understand and effectively follow written and oral instructions.
- Perform repetitive tasks in an accurate and timely manner.
- Maintain attention to detail in a work environment of frequent interruptions.
- Recognize and detect equipment malfunctions.
- Learn proper methods of diagnosing and repairing mechanical problems of internal combustion engines.
- Learn the mechanics of hydraulic and air brake systems.
- Demonstrate the correct use of standard hand tools

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- Safely operate District equipment and vehicles
- Read and understand schematics, service, operations and safety manuals.
- 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

Required Computer Skills with:

- Basic literacy 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, under wet and slippery conditions and, occasionally, with hands in water. Incumbents are exposed on a daily basis to 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; 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.