



# JOB DESCRIPTION

<b>Position Title:</b> Mechanic C	<b>Department:</b> Maintenance
<b>FLSA Status:</b> ATU	<b>Supervises:</b>
<b>Reports To:</b> Director of Maintenance	<b>Incumbent:</b>

## JOB SUMMARY:

The Mechanic C troubleshoots and repairs \ mechanical and technical systems and assemblies. The employee demonstrates more complex and technical procedures to Utility Mechanics as time permits and provides assistance to mechanics A and B, as required. In addition, the employee performs other duties as assigned and repaired. The Mechanic C must be proficient in all duties of the Utility Mechanic as well as the duties of the Night Service employee and Cleaner. Mechanic C job descriptions include all the requirements found in the Utility, Night Service and Cleaner descriptions.

## ESSENTIAL FUNCTIONS:

### WORK CONTENT

	<u>Time</u>	<u>Input</u>
<b>Diagnosis and Troubleshooting</b>	<b>90%</b>	<b>90%</b>

- Diagnosing and troubleshooting complex mechanical and electrical problems including intermediate engine problems
- Utilizing sophisticated computer-based equipment to isolate complex equipment problems
- Employing extensive knowledge of all mechanical and electrical components of the bus to isolate problems

### Chassis

- Repair and replace steering and suspension components such as air rides, tie rod ends, steering boxes, etc.

### Electrical

- Read and understand intermediate circuit board schematic diagrams
- Read and understand complex bus wiring diagrams
- Understand and troubleshoot complex bus systems

### Transmission

- Perform intermediate transmission troubleshooting diagnosis and repair

### Powertrain

- Intermediate troubleshooting, diagnosis, and repair of engine and engine systems
- Remove, repair, and replace driveline components

### Air Conditioning and Heating

- Rebuild, repair, and maintain system components
- Troubleshoot, diagnose, and repair systems

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## **Miscellaneous Duties**

10%

10%

- Repair and maintain equipment
- Assists A and B mechanics whenever possible to gain advanced knowledge of more complex mechanical and electrical components
- Mentor Utility mechanics in completing more complicated repairs
- Clean work area and equipment

## **Other Responsibilities:**

- All other duties as assigned.

## **EDUCATION AND EXPERIENCE:**

- High school diploma or equivalent
- Commercial Driver's License (Class A)
- Forklift License
- Automotive Service Excellence Certification T6 qualifications
- Passing score on the Mechanic C Qualification Test

## **KNOWLEDGE, SKILLS & ABILITIES:**

- Intermediate understanding of the entire brake and air systems
- Intermediate understanding of schematic drawings
- Intermediate knowledge of electronic systems
- Intermediate knowledge of electrical systems
- Intermediate knowledge of hydraulic systems
- Intermediate knowledge of suspension and steering systems
- Perform troubleshooting and analysis at an intermediate level
- An intermediate level of diagnostic skills
- Mechanical aptitude
- Computer proficiency
- Proficiently use appropriate tools and diagnostic equipment including ABS diagnostic system
- Apply knowledge of schematic drawings to facilitate expedient repair of electrical systems
- Apply knowledge from formal and on-the-job training to on-the-job processes
- Communicate effectively with co-workers, management, and vendors
- Read and comprehend complex written materials
- Write simple work orders
- Operating computer diagnostic equipment as required
- Analyzing data or information to resolve complex problems
- Operations monitoring – watching gauges, dials, or other indicators to make our system is working properly
- Decision – making skills
- Evaluating information against standards
- Learn additional skills on the job to advance toward upper-level Mechanic position

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- Must be able to perform all of the following physical tasks:
  - Crawling on a daily basis for distances of up to 10 feet
  - Standing for intervals of 4 hours or more without rest
  - Reaching on a daily basis above the shoulder heights to retrieve, place, or sort objects weighing in excess of 25 pounds

I understand the above duties are not all inclusive and may be changed as needed. I further understand that if I have questions, I must ask my supervisor for clarification.

\_\_\_\_\_  
Employee Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_\_  
Date

HR>Job Descriptions>Name&Date

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