



River Cities Public Transit

Mechanics Job Description

FLSA Exemption Status: **Non-Exempt**

River Cities Public Transit is a private nonprofit agency dedicated to providing transportation services to individuals with disabilities, the elderly, low income and the general public of Central South Dakota. River Cities Public Transit is quality, dependable and efficient transportation for our region. River Cities Public Transit is looking for a talented enthusiastic individual to join our growing company's maintenance team and we offer a five bay air-conditioned/heated shop work environment.

Mechanic Job Summary: Using a variety of hand and power tools common to the trade, performs a variety of preventative maintenance and specific repair functions. Diagnosing problems quickly and accurately requires analytical ability. It also requires a thorough knowledge of vans and buses' mechanical and electronic systems and competence with a variety of electronic tools. Some specifics that you will do are to service vehicle equipment, inspect, diagnose, and repair mechanical, electrical, and other defects on vehicles. This includes tune-ups, replacing and adjusting brakes, tires, starters, alternators, and etc. A mechanic makes road calls to service disabled vehicles; practices safe work processes and contributes to the creation and maintenance of a safe working environment for self and others; and performs related duties as assigned. Some travel may be required.

Essential Functions and Responsibilities:

- Lubricates equipment in accordance with established procedures and charts; checks and changes oil, oil filters and air filters, fuels and services buses and other vehicles; replaces hoses, belts, water pumps, batteries and similar equipment and parts.
- Checks fan belts, hoses, wiper blades and other safety equipment; checks radiators and batteries, checks water and antifreeze levels; checks air in tires and adjusts pressure; repairs flat tires and changes tires as necessary.
- Maintains records of work performed and the need for future servicing. Cleans and maintains shop facilities and equipment.
- Assists the mechanic(s) or performs moderate to complex overhaul and repair work on engines, transmissions, drive unit, brakes, suspension systems, hydraulic systems, fuel systems, cooling systems, alternators, electrical systems, instrumentations and other necessary power equipment.
- Uses a variety of computerized testing equipment to determine malfunctions and the need for repair.
- Have the ability to do minor body work and painting, or the skills and willingness to learn.
- Drives buses and other motorized equipment as needed and may occasionally act as bus driver.
- Performs other related work as required and assigned.

Education and Experience: 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 with a High School diploma and 1 year trade school or equivalent. Verifiable training in automotive or diesel mechanics, including high school mechanics courses, regional occupational program and/or vocational school is desirable. One year of full-time experience successfully performing the duties of a senior mechanic, or two years of verifiable full-time experience successfully performing general maintenance, servicing, and repair of gas or diesel powered vehicles and equipment.

Licenses and/or Certifications: Have in his/her possession a Commercial Driver's License (CDL) or be willing to get one within the 90 probationary period. It would be beneficial if applicant was certified to work on either Braun or Ricon lifts or both.

Required Knowledge:

- Methods, materials, lubricants, tools, and equipment used in servicing, diagnosis, preventive maintenance and repair of vehicles and equipment.
- Mechanical principles for gas and diesel fluid systems, electrical, power train and chassis.
- Mechanical principles of braking, heating, air conditioning, pneumatic and hydraulic systems and transmissions.
- Minor body work and painting skills.
- General preventive maintenance applications.
- Standard first aid and shop safety practices.

Skills/Qualifications: Comply with Required Drug Testing, Public Relations, Follow Direction, Lifting, High Energy Level, Dependability, Persistence, Time Management, Attendance, Independence, Safety Management, Problem Solving, Dealing with Complexity, Analyzing Information, Understand and Operate Computer 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 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; 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; 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.