

BUS DRIVER - GENERAL MECHANIC

Code No. 5-02-008
NON-COMPETITIVE

DISTINGUISHING FEATURES OF THE CLASS: This is a skilled mechanic position located at a school district responsible for automotive maintenance and repair of school buses and other vehicles. Duties also involve acting as a substitute bus driver. Working conditions may include extremes of heat, cold, noxious fumes and odors, wet, damp and cramped areas. The employee reports directly to, and works under the general supervision of a Transportation Director, Head Automotive Mechanic, or other higher-level staff member. Does related work as required.

TYPICAL WORK ACTIVITIES: (All need not be performed in a given position. Other related activities may be performed although not listed.)

Performs major and minor repairs to diesel and gasoline engines;

Replaces or rebuilds engines and transmissions;

Repairs and/or rebuilds subassemblies on school buses and other automotive systems such as electrical, cooling, exhaust, steering and suspension, fuel system, brakes and drive train;

Performs preventative maintenance work including lubrication, filter changes, fluid checks, tune ups, tire checks and safety inspections of school buses and other school district vehicles;

Rewires electrical systems;

Checks for automotive problems using visual observation, tactile contact, road test and shop testing equipment;

Performs body repair work;

Acts as a substitute bus driver in the absence of scheduled bus drivers.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of the principles of automotive mechanics and the repair of buses and trucks including systems and parts operation, systems and parts interrelationships, systems and parts functions; good knowledge of the methods and practices involved in repairs to automotive systems; good knowledge of preventative maintenance practices and techniques; good knowledge of automotive tools, equipment and parts; good knowledge of State Department of Transportation rules and regulations governing the repair and maintenance of school buses; ability to read automotive manuals, schematics and work orders; ability to follow oral and written directions; ability to repair engines and rebuild subassemblies; ability to diagnose minor problems of all systems; ability to safely operate a school bus; good judgment; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma, plus EITHER:

- (A) Graduation from a regionally accredited or New York State registered college or university with an Associate's or Bachelor's degree in Automotive Mechanics or a closely related field;
OR,
- (B) Two (2) years paid full-time or its part-time equivalent experience as an automotive mechanic

or heavy equipment mechanic working under the supervision of a journeyman level mechanic; OR,

- (C) One (1) year paid full-time or its part-time equivalent experience as an independent automotive mechanic or independent heavy equipment mechanic; OR,
- (D) An equivalent combination of education and experience as defined by the limits of (A), (B) and (C) above.

NOTE: Where education is below the minimum specified, additional experience may be substituted on a year-for-year basis.

SPECIAL REQUIREMENTS: Must meet all State and Federal pre-employment requirements of the position prior to employment including the appropriate driver's license for the vehicle being operated. It is the jurisdiction's responsibility for ensuring the employees possess valid licenses appropriate to the type of vehicle(s) being operated.

REVISED: November 1, 1984

REVISED: December 3, 2015