

TRANSIT AUTHORITY OF NORTHERN KENTUCKY

POSITION DESCRIPTION

January 2018

Position Title: Fleet Service Technician – General Repair Dept./Division: Maintenance
(Diesel Mechanic)
Reports to: Director of Maintenance FLSA Status: Non-Exempt

JOB SUMMARY:

Under the direction of the Director of Maintenance or his/her designate; performs duties related to troubleshooting, diagnosing, and repairing all of the mechanical, electrical, climate control, and pneumatic systems of every vehicle in TANK's fleet. Must obtain a Commercial Driver's License, Class B.

EDUCATION/EXPERIENCE REQUIREMENTS:

- High school graduate or equivalent.
- Minimum 2 years of experience in automotive or diesel mechanics, trade school or fleet experience.
- Minimum 6 months experience with working on Vehicle Air Conditioning systems.
- ASE (Automotive Service Excellence) certification a plus.
- Clean driving record – not more than 1 moving violation and 1 accident within past 5 years
- Must have own tools.
- Initiative and independent judgement.
- Strong problem solving logic.
- Strong verbal and written communication skills.
- Ability to read and interpret documents such as: safety rules, operational, instructional and procedural documents, repair manuals and parts books.
- Ability to keep clear and accurate records and reports.
- Ability to perform basic math.
- Ability to work cooperatively and be a team player.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Diagnoses, examines, and investigates vehicles to determine causes of defective operation of engines, transmissions, differential units, generators, starters, pumps, air suspension systems, pneumatic systems, radiators, injectors, clutches, air conditioning systems, and other vehicle components.
- Inspects, adjusts, and replaces necessary units and related parts in the performance of repair and maintenance work.
- Repairs brake, engine, electrical, fuel, hydraulic, transmission, ignition, air, exhaust, axle assemblies, and related systems.
- Changes windows and seats, and performs minor body repair.
- Operates vehicles in order to diagnose component failure, make roadside repairs, or move disabled buses.

- Operates heavy machinery, hydraulic lifts, hoists and jacks.
- Goes on road calls, when necessary, due to mechanical problems with buses in service.
- Accurately completes all applicable maintenance records, reports and documents.
- Performs additional jobs or duties assigned or requested to include, but not limited to: assisting mechanic on duty to perform repairs on buses, janitorial or facility maintenance duties.
- Be alert for vandalism, fires, storm damage, equipment failure or unauthorized visitor on TANK property.
- Maintains a clean, uncluttered and safe work area.
- Conducts all work in a safe and efficient manner preventing injuries to himself/herself and all other individuals. Observes and reports any potential safety hazards to a supervisor.
- Performs other duties as assigned.

PHYSICAL DEMANDS:

- Standing and walking for long periods of time on concrete surfaces
- Climbing stairs and inclines repeatedly.
- Bending, stooping, pulling, or pushing on a regular basis.
- Lift and carry objects up to 50 pounds.
- Correctible ability to see and hear in a normal range.
- Finger dexterity required to manipulate objects.
- Reaching and extending hands and arms in all directions.
- Exposure to the outdoor climates and weather.

LICENSE REQUIRED:

- CDL with Class B
- Valid A/C Certification

SUPERVISORY RESPONSIBILITIES:

- None

INTERNAL & EXTERNAL CONTACTS:

- Internal Staff and customers

TYPE:

Various

This job description indicates in general the nature and levels of work, knowledge, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of an incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required. An incumbent may be asked to perform other duties as required.