

Lead Mechanic

Reports to: Director of Transportation

Qualifications

The Lead Mechanic should be able to:

1. Oversee the maintenance and repair of fleet vehicles and maintain comprehensive fleet records.
2. Demonstrate a thorough knowledge of diesel engine, drive train, chassis and electrical systems is essential.
3. Show experience in fleet management, inventory, and cost controls.
4. Obtain a Missouri Commercial Driver's License, Class B or higher, and a Missouri school bus operator's permit.

Other Requirements

Clearance on background check that is satisfactory to the Senior Administration. Possess positive character traits that are student-centered. Possess ability to interact and communicate effectively with others.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills and abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Essential Functions

1. Supervise the work performed by the mechanic(s).
2. Maintain and repair vehicles in the district fleet.
3. Comply with Missouri State Motor Vehicle Laws
4. See that bus drivers follow the applicable rules and laws which include: State vehicle laws, school policies that pertain to buses, pre-trip inspection, bus cleanliness, etc.
5. Conduct weekly walk-through inspections of each bus, checking for overall interior condition.
6. Assist in checking roads during inclement weather.
7. Be on call during extra-curricular activities and during inclement weather.
8. Responding to emergencies during regular bus routes.
9. Act as substitute driver as needed when regular subs are unavailable.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Physical Demands

The individual who fills this position must be able to: Climb into buses. Drive. Bend frequently. Lift and carry up to 25 pounds frequently and up to 50 pounds occasionally. Hear a conversation and communicate through speech in a noisy environment.

Attendance

Consistent and regular attendance is an essential function of this position.

The work conditions and environment described here are representative of those that an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Conditions and Environment

The individual who holds this position must: Frequently work in temperatures below 32 degrees and above 100 degrees Fahrenheit. Occasionally work in rain, sleet and ice and drive on slippery conditions. Often work in an environment with a high noise level including engine noise, a raised voice may be necessary.

Evaluation of Performance and Employment

The evaluation of performance and consideration for employment will be under the jurisdiction of the Director of Transportation in consultation with the Business Manager.

Length of Contract

12 months

Type of Position

Non-exempt

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