Vehicle Radiator Repair Technician

Position Details
Class Code: 6040
Job Family: Service/Transportation Workers
Classification: Support Professional
Terms of Employment: Pay Grade 54 on the Support Professional Salary Schedule
FLSA STATUS: NON-EXEMPT

Position Summary
Under general supervision, inspects, diagnoses, repairs, and replaces radiators, heaters, and component parts in motor vehicles, including cars, school buses, trucks, tractors, and other heavy duty equipment.

Essential Duties and Responsibilities
The list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Repairs all types and sizes of radiators including aluminum and plastic.
2. Repairs, removes, and/or replaces radiators, heaters, and all types of heater cores.
3. Operates and cleans radiator cleaning tanks using caustic chemicals.
4. Makes recommendations regarding the purchase of new materials and/or equipment.
5. Operates radiator leak test tanks.
6. Operates a flush and paint booth.
7. Initiates work order requests and operates computer terminal to log-in and out of work order systems.
9. Operates a plastic tank radiator machine to compress radiators in vehicles.
10. Inspects and diagnoses heat problems.
11. Orders materials needed to complete repairs, overhauls, and/or installations.
12. Keeps inventory of materials needed; monitors and assists in stock inventory for supplies and equipment.
13. May be required to road test vehicles.
14. May be required to operate a large vehicle.
15. Responsible for the safe handling and disposal of hazardous materials.
16. Conforms to safety standards, as prescribed.
17. Performs other tasks related to the position, as assigned.

Distinguishing Characteristics
Involves major diagnosis, repair, installation, and removal of all types of radiators for buses, trucks, and other vehicles/heavy duty equipment (plastic radiators and composites).

Knowledge, Skills, and Abilities (Position Expectations)

1. Knowledge of preventive maintenance techniques.
2. Knowledge of repairs and overhauls of all types of radiators and heaters.
3. Knowledge of diagnosing and testing for problems in radiators and heaters.
4. Knowledge of performing minor and major repairs to radiators and heating systems, including soldering and brazing.
5. Ability to operate a plastic tank radiator (PTR) machine.
6. Ability to learn basic computer operation.
7. Ability to write legibly and prepare and maintain records.
8. Ability to work independently.
9. Ability to safely move and relocate heavy objects.
10. Ability to wear personal protective equipment.
11. Ability to obtain a Class B commercial driver’s license with required endorsement, as appropriate.
12. Ability to work flexible hours or shifts.
13. Ability to work in confined areas.
14. Ability to withstand heights and perform work safely.
15. Ability to work cooperatively with employees, other agencies, students, and the public.
16. Ability to recognize and report hazards and apply safe work methods.
17. Possess physical and mental stamina commensurate with the responsibilities of the position.

**Position Requirements**

**Education, Training, and Experience**
1. High school graduation or other equivalent (i.e., General Education Development (GED), foreign equivalency, etc.).
2. Three (3) years experience in the repair and overhaul of vehicle radiators (plastic/aluminum) and heaters.
3. Safe driving record.

**Licenses and Certifications**
1. A valid Class B commercial driver’s license with required endorsements to operate a school bus in the state of Nevada. This license must be maintained for the duration of the assignment. (If valid Nevada Class B commercial driver’s license is not in possession at time of application, a valid Class C driver’s license that allows the applicant/employee to legally operate a motor vehicle in Nevada must be in possession and the Nevada Class B commercial driver’s license with required endorsements must be obtained within five (5) months of hire date).
2. Copy of current driving history (dated within six (6) months from the date printed) issued by the Department of Motor Vehicles at time of application or Qualified Selection Pool (QSP) placement and at time of interview prior to final selection.
3. Forklift certification from the Clark County School District. If certificate is not in possession at time of application or QSP request, it must be obtained within five (5) months of hire into position. Certification must be maintained for the duration of the assignment.

**Preferred Qualifications**
None Specified.

Applicants/employees are subject to all aspects of mandatory drug and/or alcohol tests as required by law and/or Clark County School District regulations and procedures.

**Document(s) Required at Time of Application**
1. High school transcript or other equivalent (i.e., GED, foreign equivalency, etc.).
2. A valid driver’s license that allows the applicant/employee to legally operate a motor vehicle in Nevada, if applicable.
3. A valid Class B commercial driver’s license with required endorsements to operate a school bus in the state of Nevada as indicated above, if applicable.
4. Copy of current driving history (dated within six (6) months of date printed) issued by the Department of Motor Vehicles (dated within six (6) months from the date printed).
5. District-issued forklift certification, if applicable.
6. Specific documented evidence of training and experience to satisfy qualifications.

Examples of Assigned Work Areas
Clark County School District facilities, roadside service, parking lots, etc.

Work Environment

Strength
Strength: Medium/heavy - Exert force 50-100 lbs., frequently; 25-50 lbs., occasionally; or up to 10-20 lbs., constantly. Grasp/Grip: must have sufficient grasp to maintain control of steering a commercial vehicle. (Federal Motor Carrier Safety Regulations 391 – a person shall not drive a commercial motor vehicle with an impairment of a hand or finger which interferes with prehension or power grasping).

Physical Demand
Occasional climbing, balancing, lying on back/stomach, and crawling. Frequent sitting, standing, pushing, pulling, bending, twisting, kneeling, stooping, crouching, reaching, handling, and repetitive fine motor activities, talking, and hearing. Requires sitting for long periods of time. Walking – up to 500 feet at any one occurrence without rest. Climb steps and curbing constantly. Neck Motion – Continuous neck motion and flexion is performed throughout the work shift. Hearing/Vision – Constant looking and listening to identify hazards and/or emergency vehicles far enough in advance to react. Hearing and speech to communicate in person, via video conference and computers, or over the telephone. Vision: Frequent near and far acuity, depth perception, focal length change, color vision, and peripheral vision. Vision to read printed and online materials, a Video Display Terminal (VDT) screen, or other monitoring devices.
Environmental Conditions
Varies from a climate-control office setting to work outdoors with temperatures ranging from mild/moderate to extreme cold/hot. Exposure to noise levels ranging from moderate to loud for occasional to frequent time periods.

Hazards
Frequent exposure to fumes of vehicles and cleaning solvents. Frequent electrical shock hazards. Furniture, playground/office equipment, communicable diseases, chemicals and fumes (as related to specific assignment), and power/hand-operated equipment and machinery (as related to specific assignment).

Examples of Equipment/Supplies Used to Perform Tasks
Various District vehicles, torches, Barbie hoist, hand and power tools, electric carts, hand trucks, forklifts, protective body gear, PTR machine, paints and other chemicals; caustic soda, muriatic acid, acetin, tinning compound, computers, printers, etc.

AA/EOE Statement
This employer does not knowingly discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, or national origin.

Job Revision Information
- Revised: 01/08/20
- Created: 07/01/88