VEHICLE MAINTENANCE TECHNICIAN III

Position Details
Class Code: 6102
Job Family: Service/Transportation Workers
Classification: Support Professional
Terms of Employment: Pay Grade 58 on the Support Professional Salary Schedule
FLSA STATUS: NON-EXEMPT

Position Summary
Under general supervision, inspects, troubleshoots, repairs, and overhauls various vehicles and heavy duty equipment. Function as a lead worker and advisor to lower level skilled Vehicle Maintenance Technician II’s, Vehicle Maintenance Technician I’s, Vehicle Service Workers and other Vehicle Maintenance staff.

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

1. Operates machinery related to the inspection, repair, and overhaul of vehicles/heavy duty equipment (i.e., brake lathe, steam cleaners, forklifts, computerized electronic test equipment, trenchers, gang mowers, golf carts, etc.).
2. Inspects and diagnoses malfunctions in vehicles/heavy duty equipment and determines method of repair.
3. Repairs, overhauls, and inspects vehicles/heavy duty equipment (i.e., school buses, trucks, tractors, trailers, automobiles, construction equipment, etc.).
4. Diagnoses and repairs air conditioning and transport refrigeration systems.
5. Repairs or replaces front end and suspension components including air ride
6. Overhauls or replaces computer control transmissions, differentials, carburetors, turbo chargers, gasoline and diesel engines, alternators, distributors, starters, pumps, air conditioning components, etc.
7. Diagnoses, troubleshoots, and repairs fuel systems; electrical systems (i.e., starting and battery, charging and solar systems, lighting, dashboard and gauges), antilock brake systems, and cooling systems.
8. Diagnoses, troubleshoots, and repairs computer controlled emission control systems (i.e., Selective Catalytic Reduction, Diesel Exhaust Particulate Filters, After-treatment Regeneration Devices, Exhaust Gas Recirculation Systems), and other emission control devices as installed by the original equipment manufacturer (OEM).
9. Services and repairs integrated safety systems to include fire suppression systems, Integrated Child restraint systems, seatbelts, and airbags.
10. Tunes engines for maximum operational efficiency.
11. Performs state vehicle emission tests, as required or needed.
12. Estimates time and material and records supplies and parts used.
14. Operates tow trucks and performs road service/repair calls, as required or needed.
15. Diagnoses and repairs hydraulic systems (i.e., rams, pumps, motors, booms, etc.).
16. Replaces windows and performs minor body repairs.
17. Performs minor welding and fabrication of parts, as necessary.
18. Conducts front-end alignments.
19. Repairs brake systems to include air, hydraulic, and anti-lock systems.
20. Inspect wheel chair lifts to ensure proper safety restraint and general operation. Diagnoses, adjusts, and repairs hydraulic and electrical components as well as structural elements to provide safe, smooth, and reliable operation. Repairs truck lift gates.
21. Initiates and operates computer terminal to log in and out of work order system and document maintenance and repairs performed.
22. Functions as a lead worker and advisor to all Vehicle Maintenance staff.
23. Instructs and/or directs the daily activities of Vehicle Maintenance Technician I’s, Vehicle Maintenance II’s, and other staff, when assigned.
24. Repairs/maintains auxiliary engines and generators, air suspension systems, and heating systems.
25. Attend continuing education training in the industry and train other vehicle maintenance staff.
26. Responsible for the safe handling and disposal of hazardous materials.
27. Uses computer applications (Microsoft Office, Ron Turley Associates Fleet Management Software (RTA), etc.).
28. Conforms to safety standards, as prescribed.
29. Performs other tasks related to the position, as assigned.

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**Distinguishing Characteristics**

Involves inspecting, troubleshooting, diagnosing, performing major repairs, and overhauling of buses, trucks, cars, and other heavy-duty equipment.

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**Knowledge, Skills, and Abilities (Position Expectations)**

1. Knowledge of repair and overhaul practices and techniques for buses, trucks, cars, and other heavy-duty equipment.
2. Knowledge of vehicle preventive maintenance techniques.
4. Ability to diagnose and test for malfunctions in motor vehicles with complex computerized systems.
5. Ability to troubleshoot and repair air conditioning/heating and transport refrigeration units.
6. Ability to perform non-certified welding.
7. Ability to learn to operate a computer and software applications related to assignment.
8. Ability to stay current on new products and procedures.
9. Ability to perform repairs on air, hydraulic, and anti-lock systems.
10. Ability to interpret manuals and schematics.
11. Ability to prepare and maintain accurate records.
12. Ability to work independently.
13. Ability to meet predetermined deadlines.
14. Ability to perform strenuous, physical work.
15. Ability to safely move and relocate heavy objects.
16. Ability to work flexible hours or shifts.
17. Ability to work in confined areas.
18. Ability to withstand heights and perform work safely.
19. Ability to work cooperatively with employees, district staff, other agencies, and the public.
20. Ability to train and supervise vehicle maintenance staff.
21. Ability to recognize and report hazards and apply safe work methods.
22. Ability to access, operate and maintain various software applications;
ability to learn job specific job computer applications.
23. Possess physical and mental stamina commensurate with the
responsibilities of the position.

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**Position Requirements**

**Education, Training, and Experience**

1. High school graduation or other equivalent (i.e., General Educational
   Development (GED), foreign equivalency, etc.).
2. Seven (7) years of professional experience in the repair and overhaul of
   buses, trucks, cars, and other heavy duty equipment; or,
   Six years of professional experience in the repair and overhaul of buses,
   trucks, cars, and other heavy duty equipment; plus, one (1) year of formal
   vehicle mechanic training from an accredited college or vocational/trade
   school.
3. Extensive experience in electronic vehicle diagnostics and repair using
   manufacturer software, scanners, laptops for Caterpillar (CAT), Cummins,
   Allison, Mercedes, Bendix, Wabco, Parker, General Motors, Chrysler,
   Ford, and Toyota.
4. Must have own set of tools at time of hire. (Sufficient tools to perform an
   engine overhaul).
5. Safe driving record.

**Licenses and Certifications**

1. A valid Class A 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.
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. Air Conditioning/Recovery certification.
4. Hold or be able to obtain, Forklift qualification card from the Clark County
   School District. If qualification card is not in possession at time of
   application or QSP request, it must be obtained within five (5) months of
hire into position. Qualification card must be maintained for the duration of
the assignment.
5. Automotive Service Excellence (ASE) School Bus certification. This
certification must be maintained for the duration of the assignment.

Preferred Qualifications
1. Vocational/trade school (technical).
2. Nevada Emission Control License.

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 Class A commercial driver’s license with required endorsements to
   operate a school bus in the state of Nevada as indicated above, if
   applicable.
3. Copy of current driving history (dated within six (6) months from the date
   printed) issued by the Department of Motor Vehicles.
4. Air Condition/Recovery certification.
5. Forklift qualification card, if applicable.
6. ASE School Bus certification.
7. 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
Exert force 50-100 lbs., frequently; 25-50 lbs., occasionally; or 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-controlled office setting to work outdoors with temperatures ranging from mild/moderate to extreme cold/heat. 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. 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-issued vehicles and construction equipment, forklifts, steam cleaners, pressure and parts washer, engines, stands, lifting hoists, battery chargers, volt and injector testers, engine analyzer, pullers, drill press, brake bleeder, emissions tester, air tools, brake lathers, power and hand tools, 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: 02/26/20
- Created: 02/26/20