

VAN BUREN INTERMEDIATE SCHOOL DISTRICT

NOTIFICATION OF JOB OPENING

April 12, 2018

TITLE: Bus Mechanic (260 Days)
VBESPA

REPORTS TO: Supervisor of Transportation

LOCATION OF WORK: Transportation Building

STARTING DATE: As soon as possible

RATE OF PAY: Placement on current specialized support staff pay schedule

HOURS TO WORK: 8 hours per day

CLASSIFICATION: Custodial/Maintenance (specialized)

JOB GOAL(S): The primary job goal of the Bus Mechanic is to maintain school system vehicles in a safe operating condition so as not to interrupt service and in accordance with District, State, and Federal requirements.

MINIMUM QUALIFICATIONS:

Education: High school diploma or equivalent required

Certification:

- ◆ State of Michigan Mechanic Certification required
- ◆ CDL with BS endorsement also required
- ◆ Must obtain State of Michigan mechanic certification in heavy trucks and buses within one year of employment

Work Experience: Two years of hands-on working experience as an auto, bus, or truck mechanic required

Skills:

- ◆ Ability to diagnose vehicle problems and make decisions for correction to eliminate problems
- ◆ Ability to work in the following areas: gas and diesel engine repairs, automatic transmission, rear-end assemblies, front-end work, brakes (air/hydraulic), electrical systems, heating and cooling systems, engine tune-up (gas/diesel), carburetors, body work, and fabric and repair orthopedic adaptive equipment
- ◆ Capable of lifting up to 75 lbs and position equipment

ESSENTIAL JOB FUNCTIONS:

1. Perform monthly vehicle inspections.
2. Make service calls to buses utilized by VBISD program.
3. Attend workshops, schools and meetings as directed by the Supervisor.
4. Maintain accurate vehicle information records for each vehicle and accurate time accounts of work performed .
5. Complete all required paper work daily.
6. Cooperate with other staff and administrators.
7. Use protective equipment as required and provided by the District.
8. Follow all safety rules and regulations and machinery safety guards.
9. Perform other duties as assigned by the Supervisor.

Terms of Employment: As per master agreement and provisions established by the Van Buren ISD Board of Education.

This job posting and our online application can be found on the Van Buren ISD's web site at www.vbisd.org under "employment." If you do not have access to a computer with the internet, you may use a computer at VBISD by calling 269-539-5206.

Position is open until filled. Applications are viewed daily for open positions and should be submitted **as soon as possible** to:

Van Buren Intermediate School District
Human Resources Department
(via our online application process)

It is the policy of the Van Buren Intermediate School District that no discriminatory practices based on race, color, religion, national origin, sex (including sexual orientation or transgender identity), disability, age, height, weight, marital or family status, military status, ancestry, genetic information or any other legally protected category (collectively, "Protected Classes"), be allowed in its programs and activities, including employment opportunities. Inquiries regarding the non-discrimination policies should be directed to Barbara Matthews, Director of Finance & Operations or Dave Manson, Assistant Superintendent, 490 S. Paw Paw Street, Lawrence, MI 49064, 269-674-8091.