

Temporary Vehicle Maintenance Technician

Position Details

Class Code: 6021

Job Family: Service/Transportation Workers

Classification: Support Professional

Terms of Employment: [Pay Grade 54-B1 on the Support Professional Salary Schedule](#)

FLSA STATUS: NON-EXEMPT

Position Summary

Under general supervision, serves as a temporary vehicle maintenance technician to inspect, troubleshoot, repair, and overhaul various vehicles and heavy-duty equipment.

Essential Duties and Responsibilities

The 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 refrigeration systems.
5. Repairs or replaces front end and suspension components.
6. Overhauls or replaces computer-controlled transmissions, differentials, carburetors, turbo chargers, gasoline and diesel engines, alternators, distributors, starters, pumps, air conditioning components, etc.

7. Diagnoses, troubleshoots, and repairs electrical, computer-controlled, and passive restraint systems (i.e., air bags, etc.)
 8. Tunes engines for maximum operational efficiency.
 9. Performs state vehicle emission tests.
 10. Estimates time and materials costs and records parts used.
 11. Conducts road tests of repaired vehicles.
 12. Operates tow trucks and performs road service/repair calls.
 13. Diagnoses and repairs hydraulic systems (i.e., rams, pumps, motors, booms, etc.)
 14. Replaces windows and performs minor body repairs.
 15. Performs minor welding and part fabrication, as necessary.
 16. Conducts front-end alignments.
 17. Repairs brake systems to include air, hydraulic, and anti-lock systems.
 18. Repairs hydraulic wheelchair lifts and truck lift gates.
 19. Operates computer terminal to log in and out of work order system.
 20. Instructs and/or directs the daily activities of Vehicle Maintenance Technician Assistants and other staff, when assigned.
 21. Repairs/maintains auxiliary engines and generators, air suspension systems, and heating systems.
 22. Responsible for the safe handling and disposal of hazardous materials.
 23. Conforms to safety standards, as prescribed.
 24. Performs other tasks related to the position, as assigned.
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Distinguishing Characteristics

Involves serving as a temporary vehicle maintenance technician to inspect, troubleshoot, diagnose, repair, and overhaul buses, trucks, cars, and other heavy-duty equipment.

Knowledge, Skills, and Abilities (Position Expectations)

1. Knowledge of repair/overhaul practices for buses, trucks, cars, and other heavy-duty equipment.
2. Knowledge of vehicle preventive maintenance techniques.
3. Knowledge of alternative fuel technologies.
4. Ability to diagnose malfunctions in motor vehicles with complex computerized systems.

5. Ability to troubleshoot and repair air conditioning/heating and transport refrigeration units.
 6. Ability to obtain Air Conditioning/Recovery certification.
 7. Ability to perform non-certified welding.
 8. Ability to learn to operate a computer and software applications related to assignment.
 9. Ability to obtain a Class-A commercial driver's license (CDL) with required endorsements, as appropriate.
 10. Ability to stay current on new products and procedures.
 11. Ability to perform repairs on air, hydraulic, and anti-lock systems.
 12. Ability to interpret manuals and schematics.
 13. Ability to prepare and maintain accurate records.
 14. Ability to work independently.
 15. Ability to meet predetermined deadlines.
 16. Ability to perform strenuous, physical work.
 17. Ability to safely move and relocate heavy objects.
 18. Ability to work flexible hours or shifts.
 19. Ability to work in confined areas.
 20. Ability to withstand heights and perform work safely.
 21. Ability to work cooperatively with employees, other agencies, and the public.
 22. Ability to recognize and report hazards and apply safe work methods.
 23. Possess physical and mental stamina commensurate with the responsibilities of the position.
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Position Requirements

Education, Training, and Experience

1. Three (3) years of professional experience in the repair and overhaul of buses, trucks, cars, and other heavy-duty equipment; or, two (2) years of professional experience in 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.
2. Must have own set of tools (sufficient to perform an engine overhaul) at time of hire.
3. Safe driving record.

* This is a temporary position.

* There are no employee benefits attached to this position.

NOTE: Persons hired into this position will be permitted to work a maximum of 19.9 hours per week, not to exceed 720 hours per year in a 9-month assignment or 1039 hours per year in a 12-month assignment.

Additionally, individuals may not promote, demote, or move laterally from the hired position unless they earn a high school diploma or General Education Development (GED) and upload the document into their online application.

Licenses and Certifications

1. A valid Class-A CDL with required endorsements to operate a school bus in Nevada. License must be maintained for the duration of the assignment. (If valid Nevada Class-A CDL 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-A CDL 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 (DMV) at time of application or Qualified Selection Pool (QSP) placement and at time of interview prior to final selection.
3. Air Conditioning/Recovery certification. If certification is not in possession at time of application, it must be obtained within five (5) months of hire into position.
4. 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.

Applicants/employees are subject to all aspects of mandatory drug and/or alcohol testing as required by law and/or District regulations.

Preferred Qualifications

1. Vocational/trade school (technical).
 2. Gasoline and diesel engine experience.
 3. Nevada Emission Control License.
 4. Automotive Service Excellence (ASE) certificate.
 5. Knowledge of alternative fuel vehicles.
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Document(s) Required at Time of Application

1. A valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada, if applicable.
 2. A valid Class-A CDL with required endorsements to operate a school bus in Nevada as indicated above, if applicable.
 3. Copy of current driving history (dated within six (6) months from the date printed) issued by the DMV.
 4. Air Condition/Recovery certification, if applicable.
 5. District-issued forklift certification if in possession at time of application, if applicable.
 6. Specific documented evidence of training and experience to satisfy qualifications.
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Examples of Assigned Work Areas

District facilities, roadside service, parking lots, etc.

Work Environment

Strength

Medium/heavy - exert force of 50-100 lbs., frequently; 25-50 lbs., occasionally; or 10-20 lbs., constantly. Grasp/Grip: must have sufficient grasp to maintain steering control of 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 vehicle fumes 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-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

The Clark County School District is proud to be an equal opportunity employer. The Clark County School District is committed to providing all applicants and employees equal employment opportunities without regard to race, color, religion, sex, gender identity or expression, sexual orientation, national origin, genetics, disability, age, military status, or other characteristics protected by applicable law. Here at Clark County School District, we are a diverse group of people who honor the differences that drive innovative solutions to meet the needs of our students and employees. We believe that through a culture of inclusivity, we have the power to reflect the community we serve.

Job Revision Information

- Revised: 09/19/23
- Created: 02/16/17