

Master Fleet Technician III

JOB STATUS: OPEN

POSTING DATE: 02/17/2023

POSTING NUMBER: 040086

LOCATION: Transportation - North - 910

POSITION TITLE: Master Fleet Technician III

JOB DESCRIPTION:

Perform effective and efficient maintenance, diagnostics and repairs of the school buses and other District vehicles to ensure the safety and reliability of the fleet. Oversee completion of training and job assignments for shop personnel.

DUTIES and RESPONSIBILITIES:

1. Furnish and maintain an adequate professional hand tool set including; air tools, drill, flash and work light.
2. Perform preventive and routine maintenance on vehicles and equipment based on established schedules.
3. Responsible for the care and upkeep of all shop tools and equipment.
4. Responsible for checking safety problems on the bus.
5. Responsible for checking buses for specific standards of performance and operation.
6. Diagnose and repair mechanical and electrical problems in buses and other vehicles using diagnostic equipment.
7. Diagnose and repair multiplexing and other electronic systems.
8. Rebuild, replace, or repair major vehicle components, assemblies, and systems including engines, transmissions, suspensions, etc.
9. Mount and dismount tires, check and repair brake systems.
10. Check and repair electrical, electronic and cooling systems.
11. Diagnose and repair heating and air conditioning systems.
12. Install air conditioners, heaters and similar accessories.
13. Perform welding and minor body work, and window replacements.
14. Analyze engine performance and perform tune-ups as needed.
15. Perform preventative and routine vehicle maintenance according to established schedules.
16. Perform state vehicle safety inspections according to TXDPS State guidelines.
17. Perform diagnostics and repairs on engine and transmission drivability issues.
18. Responsible for the completion of assigned work orders including recording of parts and labor operations.
19. Diagnose hydraulic and electrical wheel chair lifts problems.
20. Maintain clear and concise service and repair records on fleet maintenance software.
21. Maintain all required certifications and seek further education to maintain the very best level of bus and automotive service excellence.
22. Mentor and teach junior technicians.
23. Promote a positive, professional and friendly atmosphere.
24. Operate tools, equipment, and machinery according to prescribed safety procedures.
25. Follow established safety procedures and techniques to perform job.

26. Help keep shop, equipment, and tools in safe operating condition.
27. Correct unsafe conditions in work area and immediately report any conditions that are not correctable to supervisor.
28. Operate buses and drive bus routes as needed.
29. Work irregular hours as needed.
30. Maintain accurate records of time and materials required to perform repairs and service.
31. Regular and punctual attendance.
32. Maintain confidentiality.
33. Other duties as assigned.

EXPERIENCE:

- Six (6) years of experience in trucks/bus and/or auto diagnoses and repair
- Six (6) years air conditioning system diagnosis and repair
- Five (5) years engine and transmission drivability diagnosis and repair

QUALIFICATIONS:

Education/Certification:

- High School Diploma/GED.
- A valid Texas Commercial Driver's Class B license with P and S endorsements (or obtain within 180 business days)
- Acceptable driving record
- Formal Training in Auto and/or Heavy-Duty repair or six (6) years verifiable experience in school bus repair
- Master ASE and Master TASBT School Bus Technician Certifications
- ASE or MACS A/C recovery and recycling license
- TXDPS Licensed State Vehicle Safety Inspector

Special Knowledge/Skills:

- Ability to pass random alcohol and drug test
- Ability to perform mechanical needs of fleet maintenance
- Ability to diagnose and analyze most mechanical vehicle problems and needs in fleet operations
- Ability to meet the physical demands of mechanical repairs
- Ability to work with bus drivers on fleet maintenance
- Ability to operate equipment and tools involved in vehicle repair
- Ability to lift heavy equipment and vehicle parts
- Ability to diagnose and repair body electrical, batteries, starting and charging systems
- Extensive knowledge of multiplexing and all electronic bus systems.
- Proficient knowledge of computer fleet maintenance tracking software
- Proficient in auto-air-conditioning diagnosis and repair
- Proficient in engine and transmission drive-ability issues diagnostics and repairs
- Ability to work and communicate well with others
- Must demonstrate good communication, training and leadership ability
- Extensive knowledge of diesel and gas engine maintenance, diagnostic and repair.

CONTACT INFORMATION:

EQUIPMENT USED: Small hand tools, drills, drill press, grinder, air-powered tools, torch, jacks, lifesaving equipment, and video monitoring equipment; school buses and District vehicles.

Mental Demands/Physical Demands/Environment Factors: Regular walking, standing, climbing, heavy lifting, carrying, stooping, bending, kneeling, and reaching. Work outside and inside, around moving objects, vehicles and machinery with moving parts. Exposure to extreme temperatures, dampness and humidity, dust, exhaust fumes, gasoline and diesel fuel. Exposure to mechanical, electrical and chemical hazards.

APPLY TO:

Submit an online auxiliary application. Contact Peggy Miller, Transportation Department at psmiller@conroeisd.net to schedule an interview.

SALARY: **PAY GRADE:** AUX - 9 - Minimum hourly rate - \$29.00

DAYS: 226