

School District No. 21 of Maricopa County, Arizona  
MURPHY ELEMENTARY SCHOOLS

**POSITION DESCRIPTION**

CLASSIFICATION:	Transportation
POSITION:	Vehicle Mechanic II
QUALIFICATIONS:	<ol style="list-style-type: none"><li>1. High School diploma required or equivalency certificate (GED), plus one year of study or apprenticeship.</li><li>2. Requires at least five (5) years of similar experience with one (1) year in District desirable.</li><li>3. Must possess knowledge of standard vehicle repair methods, terminology and tools of the trade.</li><li>4. Must have demonstrated ability to make diagnosed repairs to heavy vehicles and other mechanical equipment.</li><li>5. Must possess good knowledge of operation of buses and other equipment with thorough understanding of bus safety requirements.</li><li>6. Must possess a valid Arizona driver's license and Commercial Driver's License (CDL).</li></ol>
REPORTS TO:	Director of Maintenance/Operations/Transportation
SUPERVISED BY:	Director of Maintenance/Operations/Transportation
SUPERVISE:	No one
POSITION GOAL(S):	This basic purpose of this transportation position is to make skilled repairs and adjustments to a variety of automotive equipment and related machinery. Occasionally may serve as a substitute bus driver. May also act as welder for the district when needed.
PERFORMANCE RESPONSIBILITIES:	<ol style="list-style-type: none"><li>1. Examine equipment to diagnose source of trouble.</li><li>2. Reassemble and install various assemblies on vehicles and make necessary adjustments, adjust brakes and lights, tighten body bolts, etc.</li><li>3. May be called upon to serve as substitute bus driver.</li><li>4. Will set up record keeping system for the recording of repairs on each district vehicle. Will maintain a schedule of regular maintenance requirements for all vehicles and record when done.</li><li>5. Will plan for purchasing of stock items and parts.</li><li>6. May be involved in gas and electric welding on district vehicles and repair on fabrication of equipment.</li><li>7. May perform other related job tasks upon request of supervisor.</li></ol>
PHYSICAL REQUIREMENTS:	Considerable walking, climbing and lifting involved; works in a variety of physical positions; uses hands and arms constantly. Position has inherent physical hazards.
TERMS OF EMPLOYMENT:	Twelve months.
EVALUATION:	Performance on this job will be evaluated annually in accordance with the provisions of Board Policy on the evaluation of Classified Personnel.
RANGE:	12.0