

Nature of Work

Perform servicing and minor mechanical repair on diesel and non-diesel vehicles owned and operated by Spokane Transit. Work requires concentrated attention to prevent errors, which, if not detected, could result in service interruptions, and significant losses of time and/or money.

Supervision Received

Position is under the general supervision of the Maintenance Manager and receives immediate direction from the Lead Person or the on-duty Foreman.

Essential Functions

- Perform preventative maintenance and minor mechanical repair on diesel and non-diesel vehicles, to obtain maximum utilization of the fleet, assure the safety of transit patrons, and to minimize the potential for equipment-related failures and accidents.
- Perform scheduled preventative maintenance inspections on all interior/exterior systems and structures of vehicle, including lights, engine, structure, brakes, doors, fluids, ventilation and communication system, and record defects.
- Clean, perform needed minor repairs and road test all vehicle systems on preventative maintenance schedule.
- Perform general department tasks that contribute to the efficient operation of the Maintenance Department.
- Document and report repairs that are needed in addition to those scheduled in a preventative maintenance program.
- Drive tow truck or other vehicle when required to answer road-calls.
- Under supervision, assist Journeyman and General Repair Vehicle Technicians with tasks as needed.
- Service and clean vehicles as required.
- Keep assigned work area clean.
- Dispose of all vehicle fluids and wastes according to STA policies and procedures.
- Represent Spokane Transit in professional and positive light to the community.
- Must be punctual, reliable, and maintain regular attendance.
- Must be able to represent STA accurately and honestly in any legal proceedings that may result from the normal performance of the position.
- Other duties as assigned.

Public Transit Agency Safety Plan

- Follow safety rules and safe practices described in accident prevention program, safety standards and training you receive.
- Promptly report unsafe conditions or actions to your supervisor or safety committee representative or the Safety Officer using the Safety Hazard Report Form.
- Ask for assistance if their physical capacities, skills and/or knowledge are not adequate to complete the task safely.
- Report all injuries to your supervisor promptly regardless of how serious.
- Report all near-miss incidents to your supervisor promptly.
- Always use personal protective equipment (PPE) in good working condition where it is required.
- Do not remove or disengage any safety device or safeguard provided for employee protection.
- Encourage co-workers by your words and example to use safe work practices on the job.

- Safeguard and look out for co-workers.
- Make suggestions to your supervisor, safety committee representative or management about changes you believe will improve employee safety and or eliminate hazards.

This job description in no way implies that the duties listed here are the only ones the employee can be required to perform. The employee is expected to perform other tasks, duties, and training as dictated by their supervisor and/or Spokane Transit.

Minimum Requirements

Training and Experience

One year of mechanical repair work experience involving the repair and maintenance of heavy-duty diesel vehicles or non-diesel vehicles; or a combination of related work experience, education, or training which clearly demonstrates the applicant's ability to meet the requirements of the position. Completion of one year in a technical or vocational program in vehicle maintenance may satisfy this requirement. Must be able to pass Preventative Maintenance Vehicle Technician examination administered by STA.

Physical Requirements

The physical activity of the position requires the ability to sit, stand, walk, squat, stoop, waist bend, kneel, balance, twist, talk, grasp, and finger. The sensory requirements of the position include visual acuity to determine color, depth, and field of vision; and the ability to receive detailed information through oral communication and to make discriminations in sound. The physical requirements of the position require the ability to exert up to 50 pounds of force occasionally and/or up to 10 pounds of force frequently and a negligible amount of force constantly to move objects.

License

Must possess a valid driver's license from the state of residence, maintain a driving record free of violation and be capable of obtaining the required Commercial Driver's License, within a specified time, as determined by Spokane Transit.

Tools

Must possess a complete set of automotive tools.

Computer Skills

Must possess basic computer skills.

Selection Factors

- Knowledge of methods, practices, tools, and materials used in diesel and/or non-diesel vehicle preventative maintenance programs.
- Ability to quickly learn the activities, policies, and procedures of the vehicle maintenance department.



Position Description **PM Vehicle Technician**

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- Knowledge of the occupational hazards and necessary safety precautions applicable to automotive maintenance shops.
 - Ability to drive Spokane Transit vehicles in a safe manner and to learn the operations of a forklift.
 - Ability to establish and maintain effective working relations with other employees.
 - Ability to read written instructions and write clearly.
 - Attitude of neatness, pride, conscientiousness, and care in work product.

Wage

As provided for PM Vehicle Technician in the labor agreement with ATU 1015.

AA/EEO Notice

All qualified applicants will receive consideration for employment and will not be discriminated against on the basis of age, disability, ethnicity/race, national origin, religion, gender, gender identity, sexual orientation, or veteran status.

Acknowledgement

I acknowledge that I have read this job description, and I feel that I can perform the essential functions of the position with or without reasonable accommodations.

Employee Name Printed

Date

Employee Signature