

FRESNO UNIFIED SCHOOL DISTRICT  
Position Description

**TITLE:** Lead Vehicle and Equipment Mechanic      **REPORTS TO:** Assigned Supervisor  
**DEPARTMENT:** Maintenance      **CLASSIFICATION:** Classified  
**FLSA:** Non-Exempt      **WORK YEAR:** 261 Days  
**BOARD APPROVAL:** May 19, 2021      **SALARY:** IAWA Crafts Hourly Salary Schedule  
Grade M-52

**Basic Function:**

Perform journey-level mechanical work in the inspection, diagnosis, repair and maintenance of a variety of large, small and emergency backup District vehicles, buses and equipment including gasoline, diesel, and propane-powered equipment, CNG equipment and grounds maintenance equipment. Perform duties as a working lead, coordinating work while providing hands-on participation in maintaining, repairing, installing and removing of vehicle and equipment mechanical parts and associated systems.

**REPRESENTATIVE DUTIES: (Persons employed in this position may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge or abilities with this classification, but is intended to accurately reflect the principal job elements.)**

Repair and maintain gasoline, diesel and propane-powered equipment, including heavy vehicles, trucks, backhoes, tractors, vans, cars and other large and small grounds equipment. *E*

Lead, direct, participate in, and provide insight into vehicle and equipment maintenance and repairs. Assists supervisor with related system operations and computerized maintenance management systems that support work order management and preventative, corrective, and predictive maintenance programs associated with vehicle maintenance and repair. *E*

Evaluate maintenance, servicing and repair needs and establish repair priorities; read and interpret schematics and diagrams; inspect and diagnose mechanical malfunctions. *E*

Determine necessary parts for repair; requisition equipment, tools, parts and materials according to established procedures. *E*

Perform routine maintenance safety checks and inspections. *E*

Overhaul, rebuild and tune engines and carburetors. *E*

Adjust and line brakes; maintain, rebuild and replace air and hydraulic brake system components; change and balance tires. *E*

Overhaul, repair and adjust automatic and standard transmissions, drive shafts, differentials, universal joints, gears, valves, transfer cases, and rear ends. *E*

Diagnose, repair and rebuild engine electrical and ignition systems, such as distributors, coils, alternators, starters, and related systems. *E*

Maintain shop area, equipment and tools in a safe, clean and orderly condition. *E*

Operate a variety of specialized electronic diagnosis equipment and machinery. *E*

Perform electrical and acetylene welding, brazing and soldering; fabricate special equipment, tools, parts and structures as needed.

Perform related duties as assigned.

**EDUCATION AND EXPERIENCE:**

Any combination equivalent to: graduation from high school and training equivalent to automotive or diesel mechanic apprenticeship program and five years of journey-level as a vehicle and diesel mechanic experience.

**LICENSES AND OTHER REQUIREMENTS:**

Valid California Class A driver's license is required or must be obtained within 6 months of hire date; valid EPA Refrigeration certificate; successfully pass a Class B physical exam.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

Techniques and practices of maintenance and repair of heavy and light automotive vehicles and grounds maintenance equipment.

Operation theory and principles of gasoline, diesel, propane-powered engines.

Methods, equipment, tools and materials used in the repair and maintenance of vehicles and equipment.

Diagnostic procedures for vehicles and equipment.

Technical aspects of field of specialty.

Shop math applicable to vehicle specialty. maintenance.

Health and safety regulations.

**ABILITY TO:**

Diagnose, repair and maintain a wide variety of large and small gasoline and diesel-powered equipment and small engines.

Diagnose and repair mechanical, electrical and computerized malfunctions.

Operate specialized equipment used in repairing or servicing of vehicles.

Read and apply technical and mechanical diagrams, schematics and repair manuals.

Analyze situations accurately and adopt an effective course of action.  
Maintain records related to safety, preventive maintenance and work performed.  
Understand and follow oral and written directions.  
Work cooperatively with others.  
Observe legal and defensive driving practices.

**WORKING CONDITIONS:**

**ENVIRONMENT:**

Vehicle and equipment repair shop environment; driving a vehicle to conduct work; emergency call-out.

**PHYSICAL ABILITIES:**

Pushing, pulling, lifting and carrying heavy objects; walking or standing for extended periods; standing for extended periods of time; bending at the waist; kneeling; reaching overhead, above the shoulders and horizontally; dexterity of hands and fingers to operate power tools and equipment; seeing to observe and perform repairs.

**HAZARDS:**

Subject to noise and fumes from equipment operation; exposure to fumes and vapors; working in a cramped or restrictive work chamber; working around and with machinery having moving parts.

Fresno Unified School District is an Equal Opportunity Employer and reasonable accommodations are made under the Americans with Disability Act as required by law.

***E = Essential Functions***