



## **Class Summary**

The responsibilities of this classification include serving as an apprentice mechanic assisting in a wide variety of skilled mechanical repair and maintenance of gasoline, electric, hybrid and diesel powered buses, trolleys and other motorized and auxiliary equipment under the supervision of qualified mechanics and higher-level staff.

## **Distinguishing Characteristics**

This is the first of a three-level Mechanic classification series. Incumbents gain experience in this classification and are assigned increasingly responsible work and work more independently in areas where they have demonstrated skill as they learn all aspects of coach maintenance and repair. Work involves maintenance, repair and overhaul of engine, transmission, suspension, electrical, pneumatic, hydraulic and related components and assemblies. Work also involves the installation, maintenance and repair of auxiliary equipment and electronic systems. Work requires incumbents to learn and transfer new and expanded mechanical, electrical and electronic knowledge and skills as diagnostic systems and mechanical/electronic components are modified and updated. Work includes timely completion of and passing all related supplementary training classes, seminars, courses and examinations deemed necessary for the apprenticeship program. Work also requires compliance with all applicable federally mandated safety-sensitive requirements. Work is performed under the general supervision of qualified mechanics, lead mechanics and higher-level vehicle maintenance supervisors.

## **Examples of Duties (May vary by position)**

1. Inspect, diagnose, and repair mechanical defects in gasoline, electric, hybrid and diesel-powered buses, trolleys, trucks, cars and other heavy motorized mechanical equipment; operate and maintain electronic diagnostic and related equipment.
2. Diagnose, dismantle, repair, and overhaul all types of gasoline and diesel internal combustion engines, automatic transmissions, differentials, hydraulic, pneumatic and electrical systems.
3. Install, maintain and repair electrical and mechanical units and accessories of electrically powered trolley coaches using electrical diagrams and schematics.
4. Align wheels, adjust/replace brakes and repair pumps, starters, injectors, lights, steering gears, generators and air conditioning systems.
5. Install, maintain and repair a variety of auxiliary systems, equipment and electronics including fare collection, communication, surveillance and related components.
6. Learn to operate all forms of transit coaches, shop equipment, overhead cranes, hydraulic lifts, hoists, jacks, drill presses, brake turning lathes and a variety of power and hand tools.
7. Perform field emergency road repairs; drive wrecker truck and tow disabled coaches.
8. Maintain records of orders, completed repairs, time worked and materials used; enter and extract data in automated vehicle maintenance system.
9. Rotate among base and work assignments in inspection pits, engine and transmission overhaul and similar areas.
10. Learn proper use and care of Transit Division property and equipment.
11. Perform other duties as assigned.

## **Knowledge/Skills**

Basic knowledge of automotive mechanics and components of gasoline and diesel powered engines

Basic knowledge of the diagnostic tools, methods and equipment use in automotive and equipment repairs

Communication skills

Customer service skills

Interpersonal skills

Basic computer skills required to enter and extract information from automated vehicle maintenance systems and related software applications

Skill in the use of hand and power tools used in automotive mechanics

Skill in basic mathematics

Skill in working with a variety of individuals from diverse backgrounds

Skill in establishing and maintaining effective working relationships

## **Licensing, Certification and Other Requirements**

Washington State Driver License

Commercial Driver License with endorsements as required within six months of appointment

Must pass a post-offer, pre-employment physical examination

Must pass drug and alcohol testing provisions for safety sensitive positions as required by the U.S. Department of Transportation, 49 CFR Parts 40 and 655

Willingness and availability to work on weekdays, nights, weekends and holidays during the term of the apprenticeship and upon completion of the program

This is a classification specification and not an individualized job description. Additional minimum qualifications may be established for individual positions based on business needs and are specified in position announcements as appropriate.

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<b>FLSA Designation</b>	<b>Non-Exempt</b>
<b>Service Status</b>	Career Service
<b>Levels within same series</b>	Transit Mechanic - Apprentice, Transit Mechanic, Transit Mechanic - Lead
<b>Class History</b>	Updated 10/2010 Updated Description; changed format Changed Title: Apprentice Mechanic