

DES MOINES AREA REGIONAL TRANSIT AUTHORITY

JOB DESCRIPTION

NAME		DEPARTMENT	Maintenance
POSITION	Journeyman Mechanic	F L S A	Non-Exempt
DATE	April 27, 2005	REPORTS TO	Maintenance Supervisor

PURPOSE OF POSITION

This is an advanced level in the Mechanics' classification and performs some of the most complex work. Is responsible for maintaining and overhauling gasoline and/or diesel-powered equipment in a very diversified fleet.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following duties are normal for this position. These are not to be construed as exclusive or all inclusive. Other duties may be required and assigned.

Under general supervision, evaluates, analyzes and tests automotive systems to determine nature and extent of defect; estimates and/or documents time and labor hours necessary to complete repair or replacement of defective parts. Replaces, repairs and overhauls electrical equipment, compressed air equipment, heating/cooling equipment, hydraulic equipment, heavy duty transmissions, gas and diesel engines, drive and steering axles, suspension systems; installs specialized equipment; fabricates special parts as necessary. Maintains work area; maintains tools and equipment in a safe, clean and usable condition; assists in ordering and maintaining inventory of parts. May repair body, framework and paint.

Attends special training schools in the prescribed program areas to acquire knowledge of latest technological developments and provide staff with subject matter expertise in these areas.

Equipment Essential to the Job

Transit buses, vans, pickup trucks with diesel and/or gasoline engines; variety of general and special purpose hand tools, power tools, hydraulic tools, air tools, measurement devices, electrical and other other testing equipment; hoist and lift equipment; welding equipment; chemicals; safety equipment and clothing; telephone, two-way radio; written manuals, maps and schematics; computer and laptop computer and digital camera.

MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL FUNCTIONS

Minimum Qualifications – Any combination of education and experience that would provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Prior Experience:

Satisfactory completion of the four (4) level apprenticeship program carried out under an agreement with the Agency and ATU Local 441.

Five years of experience in the maintenance, repair and overhauling of automotive, transit bus, or heavy equipment engines, chassis and body, or their related systems; at least three of the five years experience must have been at the journeyman level; or an equivalent combination of specialized education in the heavy duty field plus experience.

Prior Education:

High school diploma or equivalent

Special Requirements:

No attendance problems within the last two years, nor disciplinary problems within the last year and be able to work effectively with all Maintenance Department employees and management staff. Possession of a valid IOWA CDL with Air Brake and Passenger endorsements as specified as necessary by the Iowa Department of Transportation. Obtain or possess the tools required for a Journeyman Mechanic. A drug test and pre-employment examination is required. Subject to random alcohol and drug testing.

MINIMUM PHYSICAL AND MENTAL ABILITIES REQUIRED TO PERFORM ESSENTIAL FUNCTIONS

Physical Requirements

Position requires prolonged standing, walking, reaching, bending, stooping, kneeling pushing, pulling lifting and carrying heavy objects up to 150 lbs. Requires physical flexibility in order to frequently access limited space areas. Must regularly climb stairs to both board and exit buses. Extensive use of hands, fingers, legs, and arms in grasping objects, driving equipment and using hand and power tools involved in maintenance and repair functions. Uses hoists, jacks and related mechanical equipment to lift and align heavy parts such as engines, motors, tires, springs and related equipment used in repair and operational tasks. Requires the ability to hear normal verbal conversation.

Cognitive Demands

Demonstrated competency and proficiency in the diagnostics pertaining to repairs/replacements on power trains and accessories, suspension systems and electrical/electronic systems. Capacity to use information and subject matter knowledge related to data and information obtained through observation, interpretation, visualization and practical experience. Capacity to acquire technical information concerning failure/symptom and repair procedure outlined in the computer software, manuals, schematics and general experience. Capacity to explain equipment repair techniques by explanation, demonstration and supervised practice. Requires motor coordination, finger and manual dexterity; eye, hand, foot coordination and clarity of vision 20" or less. The ability to keep alert and maintain concentration for prolonged periods.

Language Ability and Interpersonal Communication

Requires the capacity to speak clearly using normal word order and to write simple sentences containing subjects, numbers, figures, names and addresses. Requires the ability to read and interpret rules, procedures, policies, contracts and related materials, which impact on program

requirements and goals. Interacts regularly with other departmental employees, parts, suppliers, etc. in giving or receiving basic information by telephone or in person.

Environmental Adaptability

Mechanical repair work is performed both inside and outside. The worker may have intermittent exposure to extreme heat and cold, noise, vibration and oils; mechanical, electrical and chemical hazards; atmospheric conditions that affect the respiratory system or skin; may be required to wear a respirator for some duties. May occasionally need to perform work in confined spaces or under limited lighting conditions.

NOTE:

This is not necessarily an exhaustive list of responsibilities, skills, duties, requirements, efforts, or working conditions associated with the position. While this list is intended to be an accurate reflection of the current position, the MTA reserves the right to revise the functions and duties of the position, or to require that additional or different tasks be performed when circumstances change (i.e. emergencies, staff shortages, work load changes, rush jobs, or technological developments).

I have carefully read and understand the contents of this job description. I understand the responsibilities, requirements and duties expected of me.

EMPLOYEE'S SIGNATURE DATE DEPARTMENT HEAD SIGNATURE DATE