

## Metropolitan Transportation Network

|   |                                  |                         |                |
|---|----------------------------------|-------------------------|----------------|
| <b>Job Title:</b>   | Technician/ Mechanic             | <b>Job Category:</b>    | Mech/Maint.    |
| <b>Department/Group:</b>  | Operations                       | <b>Job Code/ Req#:</b>  | N/A            |
| <b>Location:</b>  | Fridley Terminal/ Outstate Sites | <b>Travel Required:</b> | N/A            |
| <b>Level/Salary Range:</b>  | TBD based on experience          | <b>Position Type:</b>   | FT/ Non-exempt |
| <b>HR Contact:</b>  | C. Kennedy                       | <b>Date posted:</b>     | 7/2016         |
| <b>Position Reports To:</b>   | Service Manager                  |                         |                |
| <b>Position Supervises:</b>   | N/A                              |                         |                |
| <b>Job Description</b>  |                                  |                         |                |
| <b>ROLE AND RESPONSIBILITIES</b>  |                                  |                         |                |
| <ul style="list-style-type: none"> <li><input type="checkbox"/> Perform repair and maintenance on MTN vehicles to include autos, vans, and busses</li> <li><input type="checkbox"/> Inspect, test, and diagnose equipment to identify malfunctions</li> <li><input type="checkbox"/> Use a variety of tools and specialty equipment to diagnose problems with vehicles</li> <li><input type="checkbox"/> Use a variety of hand tools, power tools, and specialty equipment to repair vehicles</li> <li><input type="checkbox"/> Knowledge and experience of medium or heavy duty truck repair and maintenance</li> <li><input type="checkbox"/> Ability to perform vehicle bodywork and sheet metal repair including some painting</li> <li><input type="checkbox"/> Knowledge of vehicle systems to ensure they are in proper operating condition</li> <li><input type="checkbox"/> Test drive vehicles to diagnose malfunctions or to ensure they are working properly</li> <li><input type="checkbox"/> Assist drivers with malfunctioning equipment</li> <li><input type="checkbox"/> Obtain/maintain CDL with S endorsements to assist with needed bus route coverages.</li> <li><input type="checkbox"/> Keep vehicles in proper repair to pass DOT and other standard inspections</li> <li><input type="checkbox"/> Other duties as assigned by Service Manager and/or including driving bus routes as needed</li> </ul> |                                  |                         |                |
| <b>QUALIFICATIONS AND EDUCATION REQUIREMENTS</b>  |                                  |                         |                |
| Ability to prioritize tasks and manage time efficiently   |                                  |                         |                |
| Demonstrate regular and consistent attendance and punctuality   |                                  |                         |                |
| Must have good manual dexterity   |                                  |                         |                |
| Must have good mechanical aptitude  |                                  |                         |                |
| Must have previous experience with medium/heavy trucks or school buses  |                                  |                         |                |
| Must be able to perform physical activities that require considerable use of arms and legs by moving entire body by climbing, lifting, balancing, walking, stooping, and handling materials   |                                  |                         |                |
| ASE Certification preferred   |                                  |                         |                |
| Degree in Automotive Technology, Diesel Mechanics, or Medium/Heavy Truck preferred or 5 years of experience   |                                  |                         |                |
| CDL Class B license   |                                  |                         |                |
| At least 21 years of age  |                                  |                         |                |
| Familiar with Microsoft Word, Excel, and Outlook  |                                  |                         |                |
| <b>Approved by:</b>   | Char Kennedy                     | <b>Date:</b>            | 2/2016         |