

# Eden Central School District District Office

## Posting

**DATE:** March 4, 2024

**POSITION:** Automotive Mechanic  
Non-competitive Civil Service Position

**HOURS:** Part-time Twelve-month Employee  
Up to four hours/day during the school year and  
up to 24 hours/week during the summer

**REQUIREMENTS:** Possession of a valid CDL Class A or B License with Passenger  
and School Bus endorsements or ability to obtain within three  
months of hire date

**QUALIFICATIONS:** See Attached Job Description

**DUTIES:** See Attached Job Description

**RATE OF PAY:** \$21.53-\$22.30 per hour

**EFFECTIVE DATE:** March 21, 2024

**LOCATION:** Eden Central School Bus Garage

**APPLICATION:** Direct a Letter of Application to:  
  
Mrs. Mary Banko, Transportation Supervisor  
Eden Central School District  
2902 Schoolview Road  
Eden, NY 14057

on or before March 9, 2024 or until position is filled.



**Jeffrey A. Sortisio**  
**Superintendent**

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*As an Equal Opportunity Employer, the Eden Central School District does not discriminate on the basis of race, color, age, sex, religion, national origin, marital status, disability, or status as a disabled or Vietnam era veteran.*

# **BUS MECHANIC – JOB DESCRIPTION**

## **REQUIREMENTS:**

Minimum of 21 years of age and possession of a valid, clean CDL B or A License with Passenger & School Bus endorsements, no air brake restriction OR ability to obtain proper license within three (3) months of hire date. Must be able to meet 19A and NYSED Qualifications. Adherence to Federal, State, Local, and District qualifications for operation of a CDL vehicle and transportation of students/passengers is required. Must supply own professional tool box with necessary tools for successful performance of the job requirements.

## **EDUCATION/EXPERIENCE:**

Graduation from a technical college and one (1) year of experience as an automotive mechanic/or: Graduation from high school/ high school equivalency, or vocational school and three (3) years of experience as an automotive mechanic.

## **DISTINGUISHING FEATURES OF THE CLASS:**

The work involves performing a wide variety of skilled repair and maintenance of automotive equipment, including but not limited to, school buses, cars, trucks, and tractors. Works under the direct supervision of the Bus Mechanic Foreman and Transportation Supervisor. The successful candidate will possess the ability to work independently or under the direction of a supervisor as needed.

## **TYPICAL WORK ACTIVITIES:**

Diagnose, repair and maintain all components on cars, buses, trucks, off road equipment and related equipment for a rural school district using current industry-accepted diagnostic/repair tools and methods. Maintain a safe, clean work condition. Prepare vehicles for NYS Inspection. Operate motorized equipment. Utilize repair manuals, schematics and related training materials to accomplish needed repair work and maintenance. Ability to prepare/maintain related automotive records and prepare simple reports. Drive students as needed. Assist in snow removal at Transportation site. Perform other duties as needed.

## **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Thorough knowledge of the maintenance, service and repair of heavy and light automotive equipment, including, but not limited to tools, techniques and terminology associated with the automotive mechanic trade; ability to repair and overhaul a variety of motor equipment; thorough knowledge of accident and safety precautions of the trade; ability to communicate and work well with others; ability to diagnose mechanical issues using current industry standards; physical strength and agility; physical condition commensurate with the demands of the position.