

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

SCHOOL BUS INSPECTOR/SERVICEPERSON

DEFINITION

Under general supervision, to inspect and service school buses; and to perform minor routine preventive maintenance repairs.

EXAMPLES OF DUTIES

- Inspects school buses on a scheduled basis to comply with State laws and regulations.
- Makes routine minor repairs related to preventive maintenance on school buses.
- Removes and replaces hoses, belts, water pumps, air valves, bulbs and fuses.
- Inspects, changes and rotates tires.
- Changes oil and filters.
- Lubricates vehicles.
- Inspects and adjusts brakes.
- Uses a variety of hand tools and garage equipment.
- May assist mechanics in a variety of repairs.
- Makes emergency road calls.
- Completes accurate bus inspection records.
- Reports vehicle malfunctions to mechanics.
- Maintains tools and work area in clean and safe condition.

QUALIFICATIONS

Knowledge of:

Methods, materials, equipment, and tools used in the inspection, servicing, maintenance and repair of buses; safe working methods and procedures; routine record keeping procedures.

Ability to:

Learn to inspect school buses as required by law; perform routine servicing and preventive maintenance on school buses; learn State and District requirements for school bus preventive maintenance; effectively use hand tools and equipment used in the inspection, servicing and repair of buses; perform manual labor requiring strength, lifting, agility, and dexterity; work in confined and cramped areas; keep simple records; understand and carry out oral and written instructions; establish and maintain cooperative working relationships. Comply with the District's customer service standards, as outlined in Board Policy.

Experience:

One year of experience in the inspection, servicing, and maintenance of buses or other heavy duty vehicles. One year as a CUSD School Bus Driver or Vehicle Service Attendant with completion of approved recent training or coursework in diesel technology will be considered qualifying.

Education:

Any combination of training and experience to demonstrate the knowledge and abilities listed above.

License/Testing Requirement:

Possess or obtain within six months of employment a valid California Class B Driver's License. Subject to pre-employment drug testing and random testing after appointment.