PEORIA public schools
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PEORIA PUBLIC SCHOOL DISTRICT 150
Job Description

POSITION TITLE: Preventative Maintenance

DEPARTMENT: Transportation

REPORTS TO: Head Tech

SUPERVISES: N/A

POSITION GOAL: Make minor repairs and assist Automotive Mechanics in major repair work on automotive and other motorized equipment; services tires for large buses, trucks, trailers and other vehicles.

PERFORMANCE RESPONSIBILITIES:

- Assist Automotive Mechanics in repair work on a variety of engines and motorized equipment.
- Install equipment such as bulbs.
- Replace or repair tires and vulcanizes tubes; demount, repair, mount and balance large bus, truck, trailer and equipment tires, and automotive/light truck tires.
- Clean and paint rims, maintain an up-to-date tire inventory; perform road call tire change-out.
- Carry out assigned programs of preventive maintenance.
- Minor upholstery work.
- Keep repair and maintenance records.
- Service automotive equipment, trucks, and other rolling stock.
- Perform related duties as assigned.

KNOWLEDGE AND CRITICAL SKILLS:

- Materials, tools, and methods used in the minor repair, maintenance, and accessory installation of automotive equipment.
- Large air impact tools, powered tire changing machines and electronic tire and wheel balancers.
- Reading and writing English communication skills.
- Demonstrate a mechanical aptitude.
- Carry out written and verbal instructions
- Follow procedures in automotive repair manuals.
- Establish and maintain effective working relationships with others.
- Plan and organize work.
- Meet schedules and time lines.
- Maintain service records.

EXPERIENCE:
Any combination of training, experience, and/or education equivalent to two years of diversified automotive repair and maintenance experience.

ENVIRONMENTAL CONDITIONS:
1. Contract language

PHYSICAL DEMANDS:
1. Contract language

ADA:
The employer will make reasonable accommodations in compliance with the Americans with Disabilities Act of 1990.

This job description will be reviewed periodically as duties and responsibilities change with business necessity. Essential and marginal job functions are subject to modification.

TERMS OF EMPLOYMENT:

EVALUATION: