

Gary Public Transportation Corporation

POSTING NUMBER 102016

POSITION: MECHANIC HELPER
DIVISION: MAINTENANCE
REPORT TO: FOREMAN

MAIL RESUME TO:
GARY PUBLIC TRANSPORTATION CORPORATION
ATTN: HUMAN RESOURCES DEPARTMENT
100 W. 4TH AVE., 3rd floor
GARY, IN 46402

EMAIL:
BGaskin@gptcbus.com

SUMMARY: SUMMARY: The primary duty of the Mechanic Helper is assist the Mechanic in performing preventive maintenance and repair services on a variety of GPTC vehicles.

ESSENTIAL DUTIES AND RESPONSIBILITIES: include the following. Other duties may be assigned.

- ✓ Assists mechanics in the installation or removal of any unit from transit vehicles.
- ✓ Removal or replaces broken or defective parts with new or rebuilt items from stock.
- ✓ Make repairs and adjustments of a minor nature to units or equipment which can be handled without removal from the bus.
- ✓ Makes road calls.
- ✓ Under skilled supervision may make repairs to bus suspension and brake systems and perform chassis lubrication and oil change.
- ✓ Checks and replaces all lights.
- ✓ Removes and installs hose connections, flexible lines and copper tubing.
- ✓ Reports abnormal consumption of fluids.
- ✓ Maintains clean and safe work area.

MINIMUM JOB REQUIREMENTS:

High school diploma. Certifications Preferred

Possesses current and valid Indiana Driver's License or Indiana Commercial Driver's License (CDL).

Possession of the tools necessary to perform maintenance repair and service.

Diesel vehicle repair and maintenance experience desirable.

Ability to learn to locate and solve mechanical and electrical problems.

One year service and repair experience acquired in general garage or completion of one year course in motor mechanical repair.

Basic knowledge of the occupational safety standards.

PHYSICAL DEMANDS:

The physical demands of this position are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential duties of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works near moving mechanical parts and in outside weather conditions, fumes or airborne particles, and risk of electrical shock.

The noise level in the work environment is usually moderate.