



Senior Body Mechanic

Class Code	FLSA Status	EEO Category	Represented Status	Salary Grade	Effective Date	Resolution	Pages
963	Non-exempt	8 – Service Maintenance	ATU	Maint-12	REV 6-11	11-035	1 of 2

DEFINITION: Under general supervision; inspects and removes, repairs, adjusts and repairs metal, fiberglass, and glass components on buses, and all other types of District vehicles.

REPORTS TO: An assigned Maintenance Supervisor.

REPRESENTATIVE FUNCTIONS include, but are not limited to the following:

- Examines and diagnoses damage to metal, plastic, and fiberglass body panels and a variety of parts and components on District vehicles. Determines proper course of action to facilitate vehicle repair, adjustment, and component replacement.
- Removes, repairs, adjusts, and replaces body panels, doors, seats and flooring, destination signs, and windows.
- Cuts body panels using plasma arc cutter, and uses oxy-acetylene cutting/welding, and MIG welding equipment to repair and form body panels and other automotive and bus parts.
- Applies body fillers; sands, and paints, as appropriate.
- Welds and rivets body parts, as needed.
- Locates and repairs leaks at seams and beading.
- Operates forklifts, overhead cranes, hydraulic lifts, hoists and jacks, and tugs used for pulling disabled buses.
- Communicates and consults with District staff from Transportation, Maintenance, and Materials.
- Performs related duties, as required.



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909	Non-exempt	8 – Service Maintenance	ATU	Maint-12	REV 5-15-07	11-035	2 of 2

MINIMUM QUALIFICATIONS:

Knowledge Of: Techniques and tools necessary for the repair of automobile and bus bodies; basic metallurgy; the methods and practices used to construct and shape sheet steel, aluminum, plastic, fiberglass, wood, plywood, and other materials commonly used in automotive and diesel bus bodies; accurate measurement techniques; basic mathematics; the proper and safe use of welding equipment; industrial and shop safety rules, regulations, and procedures as applicable to a bus maintenance facility.

Skill In: Metal cutting techniques, including the use of plasma machines; welding using oxy-acetylene and MIG welding equipment; riveting; the application, sanding, and finishing of body fillers; and the removal and replacement of automotive glass.

Ability To: Diagnose and repair body panels and vehicle components including lights, windows, seats, and flooring; repair said components and systems effectively, skillfully, and in a timely manner under established deadlines; consistently follow industrial and shop safety rules; read and interpret technical manuals; learn and effectively use a personal computer and the District's software system for inventory and parts; communicate effectively both orally and in writing; understand and follow oral and written instructions; work independently in an organized manner under supervision; and establish and maintain effective working relationships with those contacted in the course of work using principles of excellent customer service.

Experience: A minimum of one year as a skilled professional Body Repair Mechanic in a body shop specializing in heavy-duty body and fender repair.

Additional Requirements: (1) Must pass a performance test of requisite skills, including the use of a plasma cutter, and MIG welding. (2) Must possess, or obtain and maintain all tools necessary to perform the functions of the classification. (3) Must pass a physical examination regarding the ability to use a respirator.

Desirable: A Certificate of training in MIG welding and/or ASE certification in automotive body repair. Three (3) years experience as a skilled professional Body Repair Mechanic

License Requirement: Possession of, or ability to obtain and maintain a valid California Class C Driver License, and meet the District's safe driving standards.

Education: Equivalent to completion of the 12th grade.

Physical Requirements: Must possess the physical condition necessary to perform the following on a frequent or continual basis: stand, transport oneself from station to station in a large maintenance facility, safely access service bays, sit while reviewing or preparing work orders and other paperwork, bend, squat, stoop, turn, climb, kneel, twist, perform simple and power grasping, push, pull, perform fine hand and finger manipulations, safely lift and carry heavy objects weighing up to seventy (70) lbs., and use appropriate lifting equipment and techniques for heavier items.

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