

## Bus Mechanic

2<sup>nd</sup> Shift (1:30 p.m. – 10:00 p.m.)

\$22.80 per hour with excellent benefits including Health/Dental (& Vision) with no premium payments, 401K, pension, & generous paid time off benefits.

Join our talented team of vehicle maintenance professionals.

Valley Area Transit Company (VATCo) provides fixed route bus service for the Pioneer Valley Transit Authority <sup>PVTA</sup> within the greater Northampton area. We are currently accepting resumes for a full-time Bus Mechanic (2<sup>nd</sup> shift) at our Northampton facility. An experienced mechanic who already possesses a CDL class A or B (*no airbrake restriction*) is preferred. However, VATCo will consider sponsoring CDL training for the right candidate who has a class D license in good standing and strong relevant work experience and/or academic training.

**CDL Training:** If the selected candidate does not have a CDL license, he/she must be willing to prepare for and obtain CDL learner's permit on own time. Subsequent CDL training will take place over a two-week period at the end of the initial 90-day probationary period, as long as performance expectations are satisfactory. In such a case, CDL training costs will be paid by the employer. Candidate must obtain the required commercial driver's license upon completion of the CDL training program as a condition of continued employment.

### Submitting your Cover Letter and Resume

If you would like to submit your cover letter and resume after reading the position description below, you may do so by either **uploading** them via this website, or by regular mail. The upload process will work on all major browsers such as *Internet Explorer, Firefox, Opera, Chrome and Safari*.

Please note that phone calls to discuss online uploading issues (*if encountered*) cannot be accepted. If you are having difficulty uploading your resume electronically and cannot complete the process, please mail it via regular mail.

If mailing via regular mail, please send to VATCo Human Resources, 54 Industrial Drive, Northampton, MA 01060. Please note the following:

- Submit your resume/cover letter by only one method.
- Clearly indicate whether or not you currently hold a CDL license, and if so, whether or not you have an airbrake restriction.
- Please do not include any other paperwork with your resume and cover letter.
- Please do not mail or upload any photo ID's or copies of your license.
- Walk in resume submissions or phone calls to check the status of your resume submission cannot be accepted.

**Resume Acknowledgement:** Once you successfully upload your resume documents, an acknowledgement notice will be sent directly to the email address you provide. Mailed resume submissions are acknowledged in writing, normally within 1 week of receipt and will be sent to the mailing address you provide on your resume.

If you are selected for an interview, please be aware of the following.

1. You will be asked to complete an application packet prior to the interview.
2. You will need to provide a current motor vehicle driving record during the interview process. Driving records must be in good standing.

3. You will be asked for at least three-work related references (including most recent employment) during interview process. References are only processed if offered a position and must be received prior to hire date.
4. All work history you provide must be verifiable in order to be considered for this position, especially relevant experience in any safety sensitive position you held, if applicable (i.e., repairing and/or driving a commercial vehicle- if applicable).
5. All mechanic work experience and academic training must be verifiable.
6. Based on DOT regulatory requirements, all CDL positions you previously held (if applicable) will be subject to verification and drug/alcohol history checks.
7. If hired, you must pass a pre-employment DOT physical and drug screen.
8. A post-offer criminal background check (CORI) must not reveal any disqualifying criminal history.

Qualified females and members of minority groups are strongly encouraged to apply

*VATCo is an Affirmative Action, Equal Opportunity Employer and ensures a drug-free work environment*

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**Valley Area Transit Company**  
**Position Description**  
**Mechanic**

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<b>Position:</b>	Mechanic 'C' (Bus Mechanic)
<b>Hours:</b>	Full-time, 40-hours per week
<b>Shift:</b>	2 <sup>nd</sup> Shift, 1:30 p.m. 10:00 pm.
<b>Days Off:</b>	Sundays off with one weekday off (specific weekday to be determined). Schedule subject to some variation depending on bidding process
<b>Training:</b>	Initial training will occur on first shift for approximately 3 months
<b>Wage Range:</b>	\$22.80 per hour to start
<b>Hourly Rate:</b>	Starting pay, \$22.80 per hour, with normal wage progression to \$24.43 per hour over initial 12-month period. Potential for higher earnings depending on experience.
<b>Union Status:</b>	Bargaining unit, non-exempt, with competitive benefits package
<b>Safety Sensitive:</b>	Yes

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**Position Summary:** This position performs repairs and replacement of diesel and gasoline engine parts/accessories as required; rebuilds engine parts and other vehicle parts including brakes; repairs all vehicles (gas, diesel, hybrid, and electric) including repairs to air conditioners; makes road calls by driving a service truck or bus; assists mechanics in troubleshooting mechanical problems including electrical systems, engines, etc.; performs wash-rack duties including bus fueling and cleaning as needed and assumes additional responsibilities as required; must maintain up-to-date diagnostic, troubleshooting and repair skills.

Vehicle Maintenance Duties: Bus, van, and car mechanical repair and maintenance include but are not limited to:

- Air Conditioning and Heating system;
- Front axle components, spindle assembly, king pin housing, bellows, lube chart, and air line ID;
- Steering system including basic component ID and function of Tie Rod, drag link, and related components;
- Rear axle components, radius rod, air bellows, driveshaft, shock absorbers, air drier, and lube chart;
- Brake systems, S-cam, wedge & disc, treadle valve, parking brake function, relay valves, reline procedures, and R&R diaphragm procedures;
- Engine components and functions, oil changes, minor repairs, and parts replacement such as starter or alternator;
- Fuel system to include basic operation, check valve, filters, and restrictor fitting;
- Basic transmission system, oil changes, retarder;
- Electrical system basic component identification and functions, ability to use amp/voltmeter, and minor repairs;
- Water cooling system operation and minor repairs; ability to perform manual operation of the combination valve;
- Accessories maintenance including wiper operations, washer operation and mirror controls/replacement; and
- Basic building and facility maintenance tasks as assigned.

Fueling and cleaning of buses and facility maintenance tasks include but are not limited to:

- Fueling and fluids checking of vehicles;
- Basic exterior and interior cleaning of vehicles; and
- Wash bay operation and storage of vehicles as required
- Lawn mowing, minor plumbing & electrical work, and facility maintenance

**NOTE:** A minimum of three hours daily in fueling and wash bay duties to assist wash bay attendant during peak periods of work activity.

**Minimum Qualifications:** High School diploma or G.E.D. is required; must possess at least two years of experience in repair of diesel and gasoline powered vehicles or a degree in Automotive Service Technology or equivalent combination of education and experience. Must be experienced in the use of tools to perform mechanical work. Must be able to demonstrate entry level mechanical skills and aptitude and the basic proficiencies needed to repair and maintain the systems and components listed above. Must be able to read schematics and use diagnostic equipment, including laptop computer diagnostics. Must possess sufficient amount of standard mechanical hand tools and a mobile storage cabinet for their containment. CDL license or ability to obtain is required; acceptable driving record. Must be able to maintain required CDL licensing and DOT medical qualifications while employed as a Bus Mechanic.

**Tools:** Must possess own standard mechanical hand tools and a mobile storage cabinet for their containment. An annual tool allowance is provided once eligibility requirements are met.

**Licenses/Certifications:** A Class B ("P" endorsement) Commercial Driver's License is strongly preferred or ability to successfully complete company sponsored CDL training, normally within probationary period; a valid MA drivers license in good standing is required at time of hire. Must be able to prepare for and obtain CDL B with Passenger Endorsement permit on own time.

**Preferred Qualifications:** CDL license and no airbrake restriction. Three to five years of demonstrated experience working as a mechanic, preferably on larger commercial vehicles and/or directly related academic training or combination of demonstrated work experience and/or formal training in mechanic field.

**Physical Demands:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions. Operating a bus/van is an essential function of the job.

### **Emotional/Psychological Factors**

Stressful situations occur occasionally, for example, handling road emergencies. Deals with public occasionally, for example when performing a service call on a bus/van in service. Decision making skills are used regularly, for example, to trouble-shoot mechanical equipment. Certain tasks required concentration. Requires the ability to deal with multiple tasks. Must be able to handle frequent interruptions.

**Hearing/Talking**

Listening and talking (communicating) are essential to performing this job. Must be able to hear and understand normal speech, as some job information is received verbally. Must be able to hear environmental sounds such as engine noises, brake noises, etc., to assist in trouble-shooting mechanical problems. Must talk to other employees in person and on two-way radio.

**Mobility**

Sits while operating buses/vans, service vehicles, and fork lift approximately 10% of work day. Stands and moves freely around the garage while performing work duties 50% of the work time. Stoops or bends approximately 10% of work time. Climbs in and out of buses/vans and automotive work pit 10% of the work time. Crawls (sometimes in tight spaces) 5% of the work time. Lies horizontally while working when necessary. Ability to reach into and/or work in confined spaces.

**Visual Requirements**

Must be able to read and comprehend written material and distinguish material using close-up vision, for example, to read service manuals, blueprints and electrical schematics. Depth perception, peripheral vision, distance vision, and color perception are required for driving. Color vision is essential to distinguish chemical codes which are represented by color, distinguishing gauges of wire, etc.

**Dexterity**

95% of work time involves extensive use of hands and fingers. Use of fingers is extensive, for example, when removing/replacing nuts and screws from mechanical parts and performing other necessary repair and maintenance functions. Reaching and grasping are involved approximately 80% of work time. Reaches overhead frequently while working underneath vehicles. Grasps hand tools such as wrenches, screw drivers, operating the fork-lift controls, vehicles, bus door controls, two-way radio, etc. Feels with the fingertips regularly, for example to determine if a part is worn.

**Work Environment:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Noise level is usually loud--multiple diesel engines, pneumatic tools, etc. Exposure to outdoor weather extremes occurs frequently. Regular exposure to diesel fumes. Regular exposure to dust and dirt. Regular exposure to wet, oily conditions.