



Caro Community Schools
301 N. Hooper St
Caro, MI 48723
(p)989-673-3160 ~ (f)989-673-6248
George Rierson, Superintendent

NOTICE OF VACANCY

DATE POSTED: September 11, 2023
POSITION: Mechanic
LOCATION: Transportation Department
START DATE: Immediately

QUALIFICATIONS:

1. High School Diploma or equivalent
2. Experience in school transportation or related field required
3. Advance training in diesel and/or gas engine repair preferred
4. Obtain and maintain a CDL class B license, with air brakes and passenger endorsements required
5. Maintain all licenses, certifications, qualifications as a Michigan School Bus Driver
6. Knowledge of our District's streets and associated areas preferred
7. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Assures adequate maintenance and repair records are maintained for District vehicles and equipment.
2. Maintains the ability to diagnose, repair, rebuild, and make necessary adjustments on all vehicle systems.
3. Maintains a thorough knowledge and ability to repair components on all systems, including the ability to operate shop equipment.
4. Performs trouble shooting and related repairs on District vehicles and equipment.
5. Must own and furnish appropriate tools for working on vehicles.
6. Operates all vehicles and equipment according to applicable rules, regulations, safety guidelines, and as prescribed by law.
7. Must be able to meet deadlines with severe time constraints.
8. Maintains the District's garage and equipment in a clean, orderly, and safe condition.
9. Assists in the Annual State Police Bus Inspections.
10. Reports any hazardous tool, or condition promptly, and makes recommendations for replacement of needed equipment.
11. Uses safe practices at all times.
12. Keeps an accurate accounting/inventory of all District owned equipment and supplies.
13. Must be able to pass all requirements necessary to be a school bus driver; State specified physical exam annually, able to obtain and retain a Commercial Driver's License, class -B (minimum), P endorsement, with no air brake restrictions, and meet Department of Education requirements.
14. Any other duties that the Board/Superintendent may deem appropriate or necessary.

OTHER SKILLS AND ABILITIES:

1. Ability to establish and maintain effective working relationships with staff, students, and the community.
2. Ability to function positively under stress and severe time constraints.
3. Ability to perform duties with awareness of all District requirements and Board of Education Policies.



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PHYSICAL DEMANDS:

1. Ability to stand, walk, use hand to finger, handle or feel objects, tools, or controls; and talk or hear.
2. Ability to reach with hands and arms.
3. Ability to frequently lift and/or move up to 50 pounds.
4. Specific vision, peripheral vision, depth perception, and the ability to adjust focus.
5. Ability to hear conversations in quiet and noisy environments.

WORK ENVIRONMENT:

1. Regularly works near moving mechanical bus and equipment.
2. May frequently work with toxic or caustic chemicals such as petroleum products, degreasers, gas fumes, and sprays.
3. May work in outside weather conditions.
4. Noise level in the work environment is usually loud and occasionally very loud.

SEND A LETTER OF INTEREST AND RESUME INCLUDING REFERENCES TO:

Caro Community Schools

Attn: Kristen Stein

301 N. Hooper Street

Caro, MI 48723

kstein@carok12.org

DEADLINE: September 20, 2023 or Until Filled