



10022 Meeks Road
St. Louis, MO 63132
Phone (314) 989-7118
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Position Posting

Position: School Bus Technician (Central Garage)

Posting Date: March 4, 2008 - Until filled

TransPar Group, Inc. is currently accepting applications/resumes for a School Bus Technician located at Central Garage to service the Special School District's transportation needs. We are looking for experienced and qualified individuals who are dedicated to providing excellent service to SSD and who want to work for an employee friendly and fast-paced company.

Essential Job Functions:

- Cooperates with other members of the management team to insure the continuation of a safe and smooth operation.
- Reports all major problems and/or irregularities to the manager or operations supervisor.
- Must be able to troubleshoot bus electrical systems; possess standard mechanical hand tools and be experienced in the use of tool to perform mechanical work.
- Must be able to perform routine maintenance and repairs of fleet.
- Must be able to perform routine servicing of fleet such as oil/filter changes, brake and tire work, etc.
- Must be able to perform light, medium heavy work as needed to fleet.
- Must be able to read and understand maintenance manuals and procedures.
- Prepare and complete work orders, maintenance records and inspection reports.
- Operate miscellaneous shop and welding equipment in completing necessary repairs.
- Make visual inspections of vehicles to determine source of mechanical problems.
- Answer emergency road service calls and repair on-site.
- Maintain a clean and safe work area.
- Must be able to maintain and repair facility as needed and directed.
- Demonstrate an ability to work successfully with individuals and groups from diverse educational, social, and ethnic backgrounds.
- Recognize and follow all safety procedures to ensure shop and individual safety, adherence to good safety procedures is a must.
- Sets example of professional behavior by maintaining the proper attitude, dress and TEAMWORK.
- Search for ways to improve the company, its workplace, and informing management of these suggestions.
- Promoting teamwork, trust, good will, and the company in its efforts to patrons and team members.
- Basing every action and decision upon common sense and good judgments.

- Obey all Federal, State, Local laws and the “policies and guidelines” of TransPar and District.
- Complete special projects as assigned.

Essential Knowledge and Skills: Knowledge - High School Diploma or satisfactory completion of any General Education Development (GED) Testing Program; valid Class B CDL Drivers License School Bus ASE Certification. Must be a certified State Vehicle Inspector.
Experience – Minimum of two years experience as mechanic, school bus maintenance preferred.
Skills – Overall general knowledge of diesel engines, brakes, and transmission.

Send/Fax resume to Ken Mulder, TransPar Group, Inc., 10022 Meeks Road, St. Louis, MO 63132. Phone (314)989-7118, Fax (314)989-7171