

Skilled Garage Mechanic

This position will service, maintain, repair and modify campus owned fleet vehicles, buses and equipment. Maintain vehicle service records and maintain and service the mechanical facility/garage.

Responsibilities include: Perform scheduled preventative maintenance service. Perform annual inspection and repair of bus fleet as required by State law. Purchase and maintain materials inventory. Diagnose, analyze and repair fleet vehicles, buses, and equipment at a journeyman level. Estimate time, labor, and material required to complete a job. Assist or work with specialized contracted mechanics. Coordinate service and repair with vendors. Maintain records and prepare reports. Other duties as assigned. **Requirements:** High School diploma or GED. Four years experience as an automotive and equipment mechanic. Demonstrated proficiency in small engine diagnostics, repair, and maintenance. Knowledge of the safe operation of tools and equipment. Valid Michigan drivers license with a satisfactory driving record. Ability to keep abreast of newly developed equipment maintenance by attending conferences and workshops. State automotive mechanics certification preferred. **This is a temporary position working 40 hours per week (M-F 7:30 am – 4:00 pm).**