



DUTCHESS COUNTY CLASS SPECIFICATION

TRANSIT EQUIPMENT MECHANIC SUPERVISOR

DATE ADOPTED: 3/22/2022

LAST REVISION: 01/20/2024

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DISTINGUISHING FEATURES OF THE CLASS:

This is a highly skilled position responsible for repair and maintenance of vehicles, diesel, electric, hybrid etc. coaches, and related types of tools and equipment as well as supervising subordinate employees in the same. This position differs from Transit Equipment Mechanic Aide in several ways including a higher overall level of mechanic repair skill, the direction of more complex repair activities, and in assisting the Transit Garage Superintendent in additional administrative and supervisory duties. The work is performed under the general supervision of the Garage Superintendent with considerable leeway allowed in the planning and supervising of work activities. General supervision is exercised over subordinate technical employees and shop personnel. This is a safety sensitive position and is subject to pre-employment DOT drug testing and ongoing DOT drug and alcohol testing. Days and shifts will vary, and incumbent must be able to work a flexible schedule including days, evenings and weekends.

TYPICAL WORK ACTIVITIES:

The following is indicative of the level and types of activities performed by incumbents in this title. It is not meant to be all-inclusive and does not preclude a supervisor from assigning activities not listed which could reasonably be expected to be performed by an employee in this title.

1. Plans, schedules, supervises and reviews the work of mechanics in the repair, maintenance and modification of diesel powered vehicles and/or machine equipment;
2. Leads in the diagnosing of problems, including the use of computerized diagnostic equipment, and prescribes needed repairs;
3. Leads and participates in the repair of gasoline and diesel powered vehicles and/or machine equipment, including the repair or replacement of electronic, electrical, hydraulic, cooling, drive train, braking, steering and fuel system components;
4. Scheduling, inspecting and overseeing all D.O.T. inspections;
5. Inspects finished repair work and road tests vehicles for road worthiness and compliance with New York State Motor Vehicle Laws, FTA and DOT;
6. Reviewing and scheduling all warranty work;
7. Scheduling and working with outside vendors for vehicle repairs;
8. Weekly, Monthly and quarterly inspections of all shop equipment to ensure compliance with FTA requirements;
9. Training and scheduling training as needed for the maintenance staff;
10. Scheduling of the maintenance staff;
11. Backup to the Stockroom Assistant;
12. Adjusts and relines brakes, aligns wheels, tightens bolts and screws, and reassembles equipment and machinery. Aligns front ends and suspension systems;
13. Inspects, tests and listens to defective equipment to diagnose malfunction, using test instruments such as handheld computers, motor analyzers, chassis charts, and pressure gauges;
14. Specializes in repairing and maintaining parts of the engine, such as fuel injection systems;
15. Attaches test instruments to equipment and reads dials and gauges to diagnose malfunctions;
16. Rewires ignition systems, lights, and instrument panels;
17. Reconditions and replaces parts, pistons, bearings, gears, and valves;



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- 18. Rebuilds gas and/or diesel engines;
- 19. Operates valve-grinding machines to grind and reset valves;
- 20. May assist in snow and ice control activities, which may include overtime.

FULL PERFORMANCE KNOWLEDGE, SKILLS, AND ABILITIES:

Thorough knowledge of the principles, practices and tools of the transit equipment mechanic trade; Thorough knowledge of accepted safety practices and OSHA standards for the trade; Thorough knowledge of the operation and mechanical functions of and maintenance equipment; Good knowledge of the principles, practices and tools of the welding trade; Good knowledge of New York State Motor Vehicle Law as it pertains to the inspection of transit and maintenance vehicles; Ability to plan, supervise and inspect the work of others; Ability to communicate, both orally and in writing; Ability to follow oral and written instructions; ability to diagnose transit equipment problems and to effect safe and efficient repairs; ability to keep records on parts usage, equipment repair and employee usage; Ability to exercise good judgment and to apply proper safety procedures to daily work activities; Personal characteristics necessary to perform the duties of the position; Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Five (5) years of full-time work experience which primarily involved transit and/or automobile equipment maintenance and repair duties, one (1) which must include diesel powered vehicle and/or machines.

NOTE: Training or education in the field of automotive repair may be substituted for the above work experience on a month for month basis.

SPECIAL REQUIREMENTS:

Candidates must possess the following:

- 1. A valid New York State Commercial Driver's License (CDL) Class B with passenger and airbrake endorsement within 6 months of hire and to maintain position; and
- 2. 19A Qualification prior to employment commencing and for duration of employment.

COUNTY USE ONLY:

BARGAINING UNIT/GRADE: CSEA-8/ 15		JURISDICTIONAL CLASSIFICATION: Competitive	
EEO Code: Skilled Craft	FLSA Code: OT Eligible	WC Code: 8385 – Bus Garage Employee	NYSLRS Job Code: 04200E
REVISION HISTORY: 03/22/22 11/17/22 01/20/24			