JOB ANNOUNCEMENT

SERVICE TECHNICIAN II
PERMANENT FULL-TIME POSITION
40 hours per week
$19.84 Hourly

NOTE: PREVIOUS APPLICANTS WILL BE CONSIDERED AND NEED NOT REAPPLY

Are you looking to put your mechanical experience to good use?

Are you knowledgeable of procedures and practices for the safe operation and maintenance of transit or fleet motor vehicles?

Do you have the ability to read and follow printed manufacturer’s instructions in the operation of cleaning equipment and use of cleaning agents?

If you answered “yes” to these questions, come join the team at Capital Transit!

This is a fully benefited position. The City and Borough of Juneau offers a competitive salary package that includes the opportunity for regular wage increases, an excellent health insurance program, paid leave, and retirement credit through PERS (Public Employees’ Retirement System).

RESPONSIBILITIES

Under close supervision, performs semi-skilled and unskilled work in the cleaning, inspection and routine maintenance of transit/fleet equipment. This is the apprentice level in the Mechanic group. Positions in this class, under direct supervision of a journey-level mechanic, assist in the maintenance and repair of light and/or heavy duty motorized equipment. The work requires basic knowledge and skills in mechanics, electrical, pneumatic and hydraulic systems. Guidelines exist in technical and reference manuals and in CBJ policies and procedures. Work is distinguished from the journey-man mechanic in that this level performs routine, non-specialized and repetitive tasks which are essential but do not require the more specialized skill or knowledge necessary to function at the journey level.

Typical Responsibilities include the following (Note: Any one position may not perform all of the duties listed and may perform some duties not listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed.):

- Cleans and makes minor repairs to equipment and facilities onsite and offsite, operating power wash equipment, power and hand tools, cleaning the yard, and operating snow and ice removal equipment.
- Cleans shop and work areas to ensure shop safety. Assists higher level Mechanics in disassembly and assembly of mechanical components.
- Performs routine service to all fleet or transit equipment; maintains proper and adequate fuel, lubrication, coolant and tire pressure levels; changes and/or replaces spark plugs, filters, hydraulic fluid, belts, tires, bulbs, wiper blades, fuses, batteries, alternators, generators and other bolt on accessories.
- Advises shop supervisor or senior mechanic of problems and concerns with vehicle conditions.
- Records work accomplished and parts used.
- Under direct supervision, assists other mechanics in performing routine preventative maintenance inspections on all transit/fleet equipment.
- May operate autos, transit vehicles or heavy equipment as needed to service or fuel.
- Picks up and delivers parts and messages.
- Performs other related duties as required.

CONTINUED ON BACK SIDE
MINIMUM QUALIFICATIONS

Experience: Experience as an automotive serviceman, mechanic or operator desired but not required.

Other: Not less than 19 years of age at time of appointment.

**Transit Service Technician II** requires a valid Class “B” Alaska Commercial Driver’s License valid for vehicles equipped with air brakes at time of appointment and for continued employment.

Appointment to Transit Service Technician II positions will be made conditionally pending a medical evaluation and receipt of verified negative results of pre-employment testing for controlled substances. Employee will then be subject to the City and Borough’s drug testing program.

Continued employment and advancement opportunities

Continued employment requires completion of the on-the-job training program and meeting or exceeding performance standards.

**Transit Service Technician II:** If the employee's performance as Service Technician II meets or exceeds standards, the employee may be eligible for promotion to a Mechanic II when a position opens.

NOTE: This position is union represented.

NOTE: This is a benefited position. For more details about benefits, please visit the following website: http://www.juneau.org/personnel/benefits.php

CLOSING DATE

A completed CBJ application form, Number P001, must be received in Human Resources & Risk Management Department before the close of business (4:30p.m. Alaska Standard Time) on March 20th, 2015.

WHERE TO APPLY

Mail completed application to: OR Visit:
City and Borough of Juneau
Human Resources & Risk Mgmt. Department
155 South Seward
Juneau, Alaska 99801
www.juneau.org/human_resources

OR
Fax completed application to:
(907) 586-5392

Drop off completed application to: OR
City and Borough of Juneau
Human Resources Risk Mgmt. Department
101 Municipal Way, Suite 101
Juneau, Alaska 99801

THE CITY AND BOROUGH OF JUNEAU IS AN EQUAL OPPORTUNITY EMPLOYER