

**JOB DESCRIPTION**  
**Nebo School District**

**Bus Maintenance and Cleaning Technician**

**Purpose Statement**

The job of Bus Maintenance and Cleaning Technician is done for the purpose/s of cleaning of buses; and checking bus fire extinguishers and first aid kits.

This job is distinguished from similar jobs by the following characteristics: .

This job reports to the Transportation Supervisor

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**Essential Functions**

- Inspects buses for the purpose of ensuring they are cleaned and maintained according to district standards.
- Maintains tools and or equipment (e.g. cleaning tools, etc.) for the purpose of ensuring the availability of equipment in a safe operating condition.
- Performs minor repair on busses (e.g. seats, etc.) for the purpose of ensuring availability and safety of District busses.
- Reports any problems noticed while cleaning the buses for the purpose of ensuring problems are fixed and buses are maintained in a safe operating condition.

**Other Functions**

- Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.

**Job Requirements: Minimum Qualifications**

**Skills, Knowledge and Abilities**

SKILLS are required to perform single tasks using existing skills. Specific skill based competencies required to satisfactorily perform the functions of the job include: adhering to safety practices.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; understand written procedures, write routine documents, and speak clearly; and understand multi-step written and oral instructions. Specific knowledge based competencies required to satisfactorily perform the functions of the job include: safety practices and procedures.

ABILITY is required to schedule activities and/or meetings; gather and/or collate data; and consider a number of factors when using equipment. Flexibility is required to work with others; work with data utilizing defined and similar processes; and operate equipment using a variety of standardized methods. Ability is also required to work with a diversity of individuals; work with similar types of data; and utilize job-related equipment. Some problem solving may be required to identify issues and select action plans. Problem solving with data may require independent interpretation; and problem solving with equipment is limited to moderate. Specific ability based competencies required to satisfactorily perform the functions of the job include: meeting deadlines and schedules and working as part of a team. Have the Ability for regular and reliable attendance.

**Responsibility**

Responsibilities include: working under direct supervision using standardized procedures; providing information and/or advising others; operating within a defined budget. Utilization of some resources

from other work units may be required to perform the job's functions. There is a continual opportunity to have some impact on the organization's services.

**Working Environment**

The usual and customary methods of performing the job's functions require the following physical demands: significant lifting, carrying, pushing, and/or pulling, some climbing and balancing, frequent stooping, kneeling, crouching, and/or crawling and some fine finger dexterity. Generally the job requires 0% sitting, 0% walking, and 0% standing. The job is performed under temperature extremes and under conditions with some exposure to risk of injury and/or illness.

Experience Job related experience is desired.

Education High school diploma or equivalent.

Equivalency .

Required Testing

Alcohol and Drug Test

Certificates

Bus Driver's Certificate  
CPR/First Aid Certificate  
Valid Driver's License

Continuing Educ./Training

Clearances

Criminal Justice Fingerprint/Background  
Clearance

FLSA Status

Non Exempt

Approval Date

Salary Range