

**Job Title: Mechanic**

**FLSA STATUS: Non-Exempt**

**SUPERVISION RECEIVED FROM: MAINTENANCE SUPERVISORS,  
MAINTENANCE MANAGER**

**DEPARTMENT: Maintenance**

**WORK SCHEDULE: Varies**

**SUPERVISION EXERCISED OVER: N/A**

Location: 2250 Florida Blvd.

How to Apply:

Submit an internal application to the front desk or through the CATS website [www.brcats.com/careers](http://www.brcats.com/careers). Applicants for this position should submit:

- 1) A cover letter
- 2) Resume (include date(s) of employment and date(s) educational degree was obtained)
- 3) Names and contact information of three work-related references to:

Human Resources

HR Fax: 225.346.3249

HR Email: [catscareers@brcats.com](mailto:catscareers@brcats.com)

**MINIMUM QUALIFICATIONS:** High School Diploma or equivalent. Have a valid Louisiana Commercial Driver's License with ability to obtain P endorsement. Knowledge of vehicle mechanics, including but not limited to: diesel and gasoline engines, mechanical, electrical, hydraulic and pneumatic systems. Applicant must an exceptional dedication to dependability and punctuality, strong work ethic, and the ability to work independently and as part of a team. Proof of safe driving as provided by the State of Louisiana is required.

**Preferred Qualifications:** Three years of experience as a vehicle mechanic in any area.

**SUMMARY:** The bus mechanic position is a safety-sensitive position that requires safe, timely and professional repair and preventative maintenance of company buses and vehicles. Ability to independently or with minimal assistance provide repair service to engine and all mechanical parts of a bus or vehicle.

**ESSENTIAL DUTIES:**

- Must understand and speak English to communicate with passengers/customers.
- Must be able to read, interpret and follow repair and installation instructions; perform repair and maintenance timely as assigned by Supervisors and Managers and must maintain require schedule
- Drive vehicles to and from specified destinations as needed to aid in exchange of vehicles or return vehicle to terminal, complying with traffic regulations
- Report all incidents or accidents and comple/submit the required forms, documents and/or reports as required while operating vehicle on property and public roads and incidents in mechanic's work area
- Monitor work area to ensure safety of self and coworkers; monitor for spills, parts, tools or any other obstructions to walk ways and work areas
- Maintain necessary tools for repairs
- Inspect vehicles in accordance with our Pre-Trip inspection requirements
- Maintain cleanliness of bus
- Performs other duties associated with partner department and as directed by supervisor

#### **KNOWLEDGE REQUIREMENTS:**

Vehicle Knowledge – Ability to repair vehicles needs while following company safety procedures

Diversity Oriented – Ability to work effectively with people regardless of their age, gender, race, ethnicity, religion or job type

Reliability – The trait of being dependable and trustworthy

Responsible – Ability to be held accountable or answerable for one's conduct

Safety Awareness – Ability to identify and correct conditions that affect employee and customer safety

Communication, Oral - Ability to verbally communicate effectively with others

Patience – Ability to act calmly under stress and strain, and of not being hasty or impetuous

Honesty/Integrity – Ability to be truthful and be seen as credible in the workplace

**CAPITAL AREA TRANSIT SYSTEM (CATS) IS AN EQUAL EMPOLYMENT OPPORTUNITY EMPLOYER. CATS DOES NOT DISCRIMINATE AGAINST ANY APPLICANT OR EMPLOYEE ON THE BASIS OF RACE, COLOR, SEX, RELIGION, NATIONAL ORIGIN, AGE, DISABILITY, OR ANY OTHER CONSIDERATION MADE UNLAWFUL BY APPLICABLE FEDERAL, STATE OR LOCAL LAWS.**