

**Job Title: Utility Technician**

**FLSA STATUS: Non-Exempt**

**SUPERVISION RECEIVED FROM: UTILITY 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:** A high school diploma or equivalent and three years' experience in transit with at least one year in supervisory/management capacity in any field and at least two years as an operator with CATS. A valid Louisiana Commercial Driver's License & DOT Medical Card is required.

**SUMMARY:** Performs daily servicing, inspection, removal of vaults from fare boxes and cleans buses and other CATS Transit vehicles.

**ESSENTIAL DUTIES:**

- Responsibilities include (but are not limited to):
- Perform daily service of buses such as: adding fuel, checking and adding fluids and coolants, cleaning interiors, washing exteriors, emptying vaults from fare boxes, checking, checking tires for thread and pressure.
- Inspects for and reports torn seats, rotting floors, cracked windows, loose mirrors, worn or damaged tires, fluid leaks, improper or unusual odors, etc.
- Perform custodial building maintenance in the garage, such as sweeping and washing floors
- Perform periodic maintenance work on service equipment such as the bus washer

- Fully knowledgeable of and maintain compliance with all safety rules and regulations
- Insure proper safety tools and equipment are used at all times and understand the requirement for reporting safety hazards and/or violations
- Assist mechanics with minor maintenance, as requested
- Other duties as assigned

**KNOWLEDGE REQUIREMENTS:**

Knowledge of fleet training principles and practices, knowledge of operational and mechanic aspects of fleet equipment. Knowledge of federal, state and local statutes, codes and standards of the policies and procedures that relate to bus, trolley and van operation. Ability to communicate effectively, both orally and in writing. Ability to establish working relationships within department, agency and external vendors.

**CAPITAL AREA TRANSIT SYSTEM (CATS) IS AN EQUAL EMPLOYMENT 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.**