

# ACCEPTING RESUMES

<b>Position:</b>	<p><b>Bus Mechanic</b> OhioMeansJobs Post #270734457</p>
<b>Job Description:</b>	<p><b>The Conneaut Area City School District is Hiring a Bus Mechanic</b></p> <p>Work with the head mechanic in repair and maintenance of all board-owned vehicles. Assist in record keeping, purchasing and inventory as well as the promotion of safety and cleanliness in garage and compound area.</p> <ul style="list-style-type: none"> <li>• Maintain respect at all times for confidential information.</li> <li>• Make repairs and perform service to vehicles as scheduled and assigned by Head Mechanic.</li> <li>• Report to Head Mechanic any inability to make assigned repairs or service.</li> <li>• Report to the Head Mechanic any needed repairs or services.</li> <li>• Maintain service, repair and inventory records as directed by Head Mechanic.</li> <li>• Assume responsibility for making necessary repairs in the absence of the Head Mechanic.</li> <li>• Obtain parts and supplies as directed by the Head Mechanic in accordance with established district purchasing procedure and assist in maintaining inventory of same.</li> <li>• Practice and promote safe work habits.</li> <li>• Return supplies and equipment to proper storage after use and take steps necessary to keep garage and bus compound clean and organized.</li> <li>• Assist in the collection and sale of scrap metal or parts as directed by the Head Mechanic.</li> <li>• Serve as a bus driver in emergency situations.</li> <li>• Respond to emergency road calls including those which may occur outside of regular work hours when requested to do so by the Transportation Supervisor or Superintendent.</li> <li>• Perform other duties assigned by the Transportation Supervisor or Superintendent.</li> <li>• Occasional exposure to blood, bodily fluids and tissue.</li> <li>• Occasional interaction with disruptive children.</li> <li>• Operation of a school bus possibly under inclement weather conditions.</li> <li>• Lifting and operation of equipment.</li> </ul> <p><b>Full Time– Salary as per Negotiated Agreement</b></p>
<b>Desired Skills:</b>	<p>High School diploma or equivalent, A proficiency in repair &amp; maintenance of buses, trucks, and other automotive equipment. five years of mechanic experience, must hold or be able to obtain a Class B CDL.</p>
<b>How to apply:</b>	<p>Interested applicants may submit resumes to:</p> <p>The office of the Superintendent 230 Gateway Ave, Suite B <a href="mailto:rlatherman@cacsk12.org">rlatherman@cacsk12.org</a> Phone 440-593-7201 Fax 440-593-6253.</p>
<p><b>OPEN DATE</b> <b>3/7/2024</b></p> <p><b>CLOSE DATE</b> <b>4/10/2024</b></p>	<p>If you need assistance or have any questions, feel free to contact: OhioMeansJobs-Ashtabula County, 2247 Lake Ave., Ashtabula, Ohio 44004. Phone: (440) 994-1234 Please complete the attached OMJ Employment Registration Form and return it to the OhioMeansJobs Center with the job title or job post number so we may assist you with your employment needs. (Attachment #2) Thank you and best of luck OhioMeansJobs Ashtabula County</p> <p><a href="#">Like us on Facebook</a> <a href="#">Follow us on Twitter</a></p>

