



General Service Worker

Job Summary:

Under general supervision, performs daily servicing of District buses, vehicles, and equipment including fueling, lubricating, checking fluid levels, washing and steam cleaning, and other service functions on District buses and vehicles, and related duties that may be assigned.

Essential Job Functions:

- Checking and changing the engine, transmission, and differential fluids;
- Changing the filters;
- Fueling the equipment with proper fuel;
- Visually inspecting the vehicles for potential problems and reporting and recording all deficiencies;
- Taking the oil samples and recording the appropriate information;
- Greasing all of the appropriate mechanical parts;
- Checking the air pressure in tires and adjusting as necessary;
- Checking all of the lights on the vehicles and replacing the bulbs as necessary;
- Replacing the windshield washer fluid;
- Washing the exterior of the buses and vehicles;
- Steam cleaning the engine and chassis on buses; and
- Removing the fare box vaults and replacing them with an empty vault;
- Sweeps, cleans, and maintains work areas; maintains and repairs District property, facilities, and equipment; and reports malfunctions to the supervisor;
- Performs bus exchanges and minor road calls, and makes repairs such as tightening mirrors.

Required Knowledge, Skills and Abilities:

Requires knowledge of the field of assignment and physical ability sufficient to perform thoroughly and accurately the full scope of responsibility as illustrated by example in the above Essential Job Functions of this Job Description.

- Basic understanding of the mechanical function and operation of engines and vehicles; fueling and lubrication requirements of diesel and gasoline powered vehicles; methods,





principles, and standard practices used in fueling and servicing heavy-duty vehicles; and occupational hazards and safety precautions followed in heavy-duty bus shops.

- Ability to Work efficiently with minimal supervision; follow oral and written instructions without difficulty; perform all assigned tasks in a productive, timely, efficient and safe manner; work as an effective team member and establish and maintain effective working relationships with those contacted in the course of work; communicate effectively with other employees and the general public using courtesy, tact, and good judgment, and to act as a positive representative of the District; meet position attendance requirements; maintain written and computer records; and work in all types of inclement weather for the entire shift including heat, cold, rain, snow, and wind.

Qualifications:

Any equivalent combination of education and experience which provides the knowledge, skills, and abilities required to perform the job. Typical qualifications would be:

- Two (2) years of experience servicing automotive or heavy equipment including fueling, lubrication, and oil changing.
- Possession of a valid Oregon Commercial Driver's License, including passenger and air brake endorsements, and a valid Department of Transportation medical card.

Job Location and Equipment Utilized:

Work is performed at night in internal and external environments with exposure to all weather conditions and challenging situations. Equipment utilized includes various transit buses, forklift and other vehicles and a two-way radio system.

Physical Demands:

Continuous 67-100% of the day Frequently 34 - 66%

Occasional 6 - 33% Intermittent 1 - 5%

EACH ITEM BELOW VARIES FROM DAY TO DAY AND FROM DUTY TO DUTY

1. **Sitting** - Intermittent to Continuous.

Surface - Bus seat or concrete. Varies with duty being performed.

2. **Standing** - Frequent to Continuous

Surface - concrete, tile, asphalt or steel bus floor. May have to stand on aluminum or wooden ladder intermittently. Performing some duties may require standing up to three hours at a time.

3. **Walking** - Continuous

Surface - primarily concrete floor or steel bus floor.

Distance - 1 ft. to 400 yd. at a time.





4. Lifting - Frequently to Occasional.

Weight - up to 50 lbs.

Objects lifted - include, but not limited to miscellaneous parts and other objects.

(Many parts weigh much in excess of 50 lbs. They can be lifted with a crane or forklift. Some parts under 50 lbs. can also be lifted with a crane or forklift.)

Intermittent over-head lifting.

** Forklifts and cranes must not be operated unless training and permission have been obtained from the Director of Maintenance.*

5. Carrying - Frequently to Occasional.

Weight - up to 50 lbs.

Objects carried - include, but not limited to miscellaneous parts and other objects. Distance - 1 ft. to 200 ft.

Many parts weigh much in excess of 50 lbs. They can be carried with a cart, crane or fork lift. Some parts under 50 lbs. can also be carried with a crane, cart or fork lift.

** Forklifts and cranes must not be operated unless training and permission have been obtained from the Director of Maintenance.*

6. Pushing/Pulling - Intermittent to Occasional.

Weight - up to 90 lbs.

Objects pushed or pulled - include, but not limited to miscellaneous parts and other objects. Distance - 1 in. to 6 ft.

** Forklifts and cranes must not be operated unless training and permission have been obtained from the Director of Maintenance.*

7. Reaching/Handling with both hands and arms - Continuous.

Distance - varies a few inches to three feet.

Occasional overhead reaching.

8. Repetitive fine manipulation of hands - Frequently to Continuous.

9. Bending/Squatting - Frequently to Occasional.

Bending from waist & knees.

10. Twisting - Occasional.





11. Climbing - Occasional to Frequently.

Height - 12 to 15 ft. On stairs and on ladders.

12. Crawling - Occasional.

Surface - primarily on concrete floor.

Distance - up to 10 - 12 feet.

13. Environmental factors - Indoors and outdoors; exposed to heat & cold, humidity, noise, fumes and oil.

14. Machines/Tools/Equipment used as part of the job. - Include, but not limited to, fork lifts, cranes, other air & electric tools, hand tools.

15. Field work - May be required to go out and switch a bus that is broken down. Many of the same physical demands are required in the field.

Compensation and Work Schedule:

This position is a full-time, non-exempt position, eligible for the regular ATU benefits package. The pay rate begins at \$25.94 per hour. Work days vary based on seniority bid. Hours are from 7pm to 3:30 am. Employees must be able and willing to work any shift, with the addition of holidays, and including any combination of days off.

How to apply:

Please submit your resume and cover letter and complete the required application and assessments as requested. Please make note, that while we have not begun the recruitment process, you can still visit our career site at <https://www.ltd.org/about/careers/> and sign up for job alerts.

For additional information call (541) 682-6100.

The Lane Transit District is an Affirmative Action/ Equal Employment Opportunity Employer. We proudly present this exciting career opportunity which offers an attractive starting wage, an excellent benefit package, and an inclusive, friendly work environment. Lane Transit District values diversity and strives to expand representation at all levels of the workforce. We welcome applications from BIPOC, women, people with disabilities, members of the LGBTQ community, and veterans.

