

ELECTRONIC FLEET SERVICES TECHNICIAN**DEFINITION**

Occupants of this classification are in the classified service. They perform skilled journey level work in the installation, maintenance, and repair of electronic and computerized vehicle systems and equipment including but not limited to advanced vehicle management control systems, voice and data communication equipment, digital camera and recording systems, and farebox equipment and systems. The incumbents of this classification are expected to independently perform the full range of electronic and computerized vehicle systems maintenance, repair, and service activities on the City's entire complement of motorized equipment.

SUPERVISION RECEIVED AND EXERCISED

The positions assigned to this classification report to a Fleet Services Supervisor. Responsibilities may include supervision of Fleet Services Technicians and Fleet Services Assistants.

ESSENTIAL JOB DUTIES

The following tasks are essential for this position. Incumbents in this classification may not perform all of these tasks, or may perform similar related tasks not listed here.

1. Troubleshoots, installs and removes electronic destination signs, fareboxes, and transit vehicle systems and sensors using appropriate tools. Conducts preventative maintenance inspections and repairs on electronic destination signs, fareboxes, and transit vehicle systems and sensors.
2. Troubleshoots and repairs all vehicle and equipment electrical problems, including complete diagnosis of electronic and computer controlled systems.
3. Reads and understands vehicle maintenance manuals and appropriate electrical schematics including computer flow charts and graphs.
4. Troubleshoots, installs, monitors and repairs communications and video surveillance equipment used on transit and other non-emergency City vehicles.
5. Repairs circuit boards on electronic communication and farebox equipment.
6. Programs and operates automatic diagnostic and testing equipment, including the use of computer based software, to facilitate troubleshooting electronic equipment.
7. Implements and schedules routine preventative maintenance and system updates for on-board advanced vehicle control systems. Reports preventative maintenance status to Fleet Services Supervisor.
8. Prepares detailed routine records and reports of maintenance activities performed including warranty tracking for the advanced vehicle control system and related components.
9. Recommends modifications to the electronic fare collection equipment and systems improving performance and reliability.

MARGINAL JOB DUTIES

The following tasks are typically performed by individuals in this classification but are considered less than essential.

1. Performs machinist and fabrication work including soldering.
2. Uses computer based systems to access and reference maintenance manuals, track work orders, and monitor and enter daily work time.

MINIMUM KNOWLEDGE, SKILLS AND ABILITY

Knowledge of:

- Standard methods, techniques, materials and tools of the electronic and computerized fleet maintenance trade.
- Computerized diagnostic equipment and software.
- Electrical and computerized systems used in advanced technology buses, heavy equipment, and other vehicles in the fleet.
- Welding, fabrication, and modification technology.
- Techniques and testing equipment utilized to diagnose malfunctions and defects in electronic and computerized vehicle systems and equipment.
- Repair and maintenance techniques of electronic and computerized vehicle systems and equipment.
- Proper cleaning and storing methods of hazardous materials including engine fluids and anti-freeze.
- Safety procedures used in the installation, maintenance, and repair of electrical and computerized vehicle systems.
- California Highway Patrol inspection procedures.

Skill and Ability to:

- Complete work assignments promptly and accurately by work order or verbal instructions.
- Perform heavy and physically demanding work for lengthy and continuous period of time.
- Work nights, weekends, and holidays.
- Diagnose, service, and repair electronic and computerized systems in a wide variety of equipment and vehicles including electronic fareboxes, advanced vehicle management control systems (AVL), and video surveillance systems.
- Properly and safely use tools including electrical meters, electrical testing and diagnostic tools, hand and power tools.
- Proficiently use computer software to diagnose and repair electronic and computerized vehicle system defects.
- Read and interpret electronic schematics, electrical and mechanical drawings and diagrams, and equipment specifications.
- Read and interpret manufacturers' preventative maintenance, service, and repair manuals.
- Make estimates of repair costs.
- Maintain work records and reports in accordance with Transportation Department policy and California Highway Patrol requirements.
- Adapt a variety of tools and repair parts to manufacturer specifications and resolve maintenance problems.
- Safely and properly operate equipment and/or vehicles serviced in performing the essential job duties.
- Establish and maintain cooperative working relationships with fellow workers and others.

LICENSE AND CERTIFICATES

Possession of a valid California Class B driver's license with a passenger transportation endorsement is required. A class B permit will be accepted for the first 90 days of appointment as an Electronic Fleet Services Technician. Possession of a Motor Vehicle Air Conditioning (MVAC) Certification is required within six months of appointment. Possession of a Master Automotive Service Excellence (ASE) technician certificate in automobile, medium/heavy truck and/or transit bus is desirable.

OTHER REQUIREMENTS

At time of appointment, must provide own tools of type and quantity necessary for journey-level maintenance and repair of electronic and computerized systems in vehicles and equipment.

TRAINING AND EXPERIENCE

Any combination equivalent to training and experience that could likely provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be: high school graduation or equivalent and three years of recent, paid journey level experience performing installation, repair, maintenance, and testing of electronic communications equipment, fare boxes, two-way radios or analog and digital equipment. An Associate of Science degree or equivalent college level coursework in Electronics Technology, Electronics Communication, Radio Communications or related field is desirable.

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS

- Require vision (which may be corrected) to read small print.
- Require the mobility to stand, stoop, reach and bend. Require mobility of arms to reach and dexterity of hands to grasp and manipulate small objects.
- Require the ability to stand for long periods.
- Require the ability to walk long distances.
- Require the ability to work around electrical current. May be required to work around moving mechanical parts.
- Perform work which involves the frequent lifting, pushing and/or pulling of objects which may approximate 50 pounds and may occasionally weigh up to 100 pounds.
- May be required to work with harsh and toxic substances.
- May be required to wear protective apparel including goggles, face protectors, aprons, shoes, and oxygen breathing apparatus.
- May be required to work around loud noise and moving vehicles.
- Is subject to office and outside environmental conditions.
- Is subject to Federal Department of Transportation (DOT) regulations as a safety-sensitive classification.
- May be required to work evenings, weekends and holidays.
- May be required to operate equipment and vehicles within the City's fleet.