

Automotive-Technician

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES

- Keep equipment available for use by inspecting and testing vehicles; complete preventative maintenance such as: engine tune-ups, oil changes, tire rotation and changes, wheel balancing, replacing filters.
- Maintain vehicle functional condition by: listening to operator complaints; conducting inspections; repairing engine failures; repairing mechanical and electrical system malfunctions; replacing parts and components.
- Verify vehicle serviceability by conducting test drives; adjust controls and systems.
- Comply with state vehicle requirements by testing engine, safety and combustion control standards.
- Maintain vehicle records by recording service and repairs.
- Keep shop equipment operating by following operating instructions; troubleshoot breakdowns; maintain supplies; perform preventative maintenance; call for repairs.
- Contain costs by using warranty; evaluate service and parts options.
- Keep supplies ready by taking stock inventory; verify receipt.
- Update job knowledge by participating in educational opportunities; read technical publications.
- Accomplish maintenance and organization mission by completing related results as needed.

Performs all other duties as assigned.

MyCity Transportation is a premier provider of transportation services. We have more than 22 years of experience in the transportation field and work 24 hours per day, 7 days a week. We operate non-emergency programs using wheelchair accessible as well as standard passenger vehicles under contracts.

Email or Fax Resume

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