

VOORHEESVILLE CENTRAL SCHOOL DISTRICT

Voorheesville, New York

Notice of Vacancy

Mechanic

The Position

The Voorheesville Central School District has one Mechanic position available. A mechanic is needed to perform maintenance work on an extensive fleet of school buses as well as gas engine school buses, vans, suburbans, and district vehicles. Perform Preventative Maintenance on Diesel Engine School Buses and Gas Powered Vehicles. Conduct fuel and electrical diagnostics with limited supervision. Complete most repairs. This person will also serve as a substitute school bus driver as needed. This position is for the remainder of the 2011-12 school year; continuation of the position is based on action taken by the Albany County Civil Service Commission.

Salary per UEV contract

Hours Hours are 7:00 a.m. – 3:30 p.m., Monday thru Friday, 12 months per year.

Benefits Excellent benefits based on UEV contract including health insurance, paid illness and personal leave, paid holidays, paid vacation, membership in the New York State Employees' Retirement System.

Qualifications

1. High school graduate.
2. Experience as a skilled automotive mechanic, in the school bus area preferred, experience on International buses a plus.
3. Ability to take and follow directions.
4. Physical condition commensurate with the demands of the position.
5. Good work record.
6. Clean driving record.
7. Must possess a Class B NYS Drivers License with Passenger and School Bus Endorsements (District will train if needed)..

Application Procedures

1. Write a letter of interest in the position. This letter should clearly indicate the strengths of the candidate as they apply to the listed qualifications and position description.
2. Submit a resume.
3. Complete a district application form - available online at <http://vcsdkl2.org>.
4. Send three Letters of Recommendation.
5. Send a photocopy of the appropriate licenses.
6. Provide OSPRA fingerprint clearance or completed application form.

All materials should be sent to:

Deborah Baron
Administrative Assistant II
Voorheesville Central School
District Office
PO Box 498
Voorheesville, New York 12186

Application materials must be received or postmarked by February 17, 2012

Voorheesville Central School District is an equal opportunity, affirmative action employer.