



JOB DESCRIPTION

Title: Commercial Fleet Mechanic

Department: Fabrication

Status: Full Time / Part Time

Exempt / Non-Exempt

ABOUT US

We are a family-owned business since 1990 providing commercial air conditioning service and repairs and upgrades to specialty mobile vehicles. We work on the following mechanical systems in a mobile environment: HVAC, hydraulics, generators, electrical power distribution, fabrication and welding, IT communication, custom interior upfits, flooring, cabinets, wall, and ceiling finishes. We predominantly serve the following industries: Mobile Medical, Mobile Television Production, & Mobile Police and Fire Command and Control.

WHAT WE OFFER

- Paid Time Off
- Medical, Vision, and Dental
- 401K plan with company match
- Salary range: \$21-\$28 per hour. Hourly pay rate is negotiable based on experience and qualifications

SUMMARY OF POSITION

The commercial fleet mechanic is responsible for the maintenance and repair of a fleet of commercial vehicles such as vans, semi-trucks, customized RV's, specialty trailers, forklifts, patient liftgates, and gasoline/diesel generators. The role involves inspecting, diagnosing, and repairing mechanical and electrical issues to ensure that the fleet is safe, reliable, and efficient. The mechanic will perform routine maintenance tasks such as oil changes, tire rotations, and brake inspections, as well as more complex repairs such as transmission replacements and electrical system repairs. This may also include troubleshooting and diagnosing issues with vehicle computer systems and other specialized equipment. In addition to repairing and maintaining vehicles, the commercial fleet mechanic will also be responsible for keeping accurate records of maintenance and repairs, identifying parts and supplies to be ordered, and communicating with fleet managers and other team members to ensure that vehicles are available and ready for use.

QUALIFICATIONS

GED Required

Valid CA Driver's License. Commercial Driver's Licenses is preferred.

Must have and maintain a good driving record and be able to be (reasonably) insured.

Must have the physical ability to drive a large utility vehicle.

Must be able tolerate moderate to heavy physical activity.

Must be willing to be flexible with working hours.

Must be fluent in the English language (both verbal and written skills required).

Technical experience in at least one of the following trades is highly desirable;

- Automotive and/or Truck Repair
- Hydraulic Systems Repair
- Electrical Systems Repair
- Generator/ Diesel Engine Repair
- Trailer Suspension Repair
- Patient Liftgate Repair



DESCRIPTION OF DUTIES AND RESPONSIBILITIES

1. Provides technical service in the areas of automotive and truck repair, generator repair, hydraulic lift maintenance and repair, and trailer suspension maintenance and repair, as needed.
2. Provides scheduled maintenance inspections on company service fleet and customer equipment.
3. Provide service and repairs on trailer air brakes and air-ride suspensions.
4. Follows all departmental policies and procedures
5. May assist with maintenance and repair of re-manufactured spare parts and equipment in stock at Advanced Systems Services.
6. Maintains legible maintenance and service reports and supportive documentation, as required, and submits documentation to the corporate office in a timely manner.
7. Documents all parts used from truck stock and provides accurate paperwork for restocking vehicle parts and supplies.
8. Maintains organized parts stock with respective labeling and storage.
9. Maintains assigned company truck (If applicable) by regularly checking and refilling fluids, keeping both the interior and exterior clean, and by reporting any needed repairs immediately to the corporate office.
10. Tag any defective components or returned parts to the corporate shop.