



**POSITION: ELECTRONICS TECHNICIAN (MECHANIC),  
PROVISIONAL  
BUS DIVISION (PS101284)**

Positions located in San Rafael, CA

Position is represented by the International Automotive Machinists, Local #1414

**SALARY RANGE:** Day Shift           \$43.35 per hour  
Swing Shift           \$43.35 per hour + 10% differential pay  
Graveyard Shift   \$43.35 per hour + 15% differential pay  
40 hour work week

*Employee pays up to 7% of salary/wage toward CalPERS retirement plan*

**OPEN TO: All Qualified Candidates**

**OPENINGS: 1 and to Create an Eligibility List**

**DATE POSTED: Friday, June 01, 2018**

**CLOSING DATE: Friday, June 15 2018**

**POSITION SUMMARY:**

Under direction of the Chief Mechanic Body & Facility, the Mechanic Electronics Technician performs highly skilled preventive maintenance, diagnostic and repair activities on a variety of electronic equipment such as fare collection systems, electronic destination signs, digital security camera systems, GPS tracking systems, PLC systems, network communications gear, passenger information displays, and ticket vending machines in support of a large vehicle transit bus fleet. Must be available to work Day, Swing, or Graveyard shifts. Performs additional related duties as required.

**ESSENTIAL RESPONSIBILITIES:**

- Inspects, tests, removes, repairs and installs vehicle on board electronic equipment including fareboxes, smart card readers, destination signs, passenger counters, security camera systems, and CAD/AVL devices.
- Inspects, tests, removes, repairs and installs garage-based electronic equipment such as fare collection vaults, fare collection data probes, test equipment and diagnostic tooling.
- Inspects, tests, removes, repairs and installs electronic signs and displays located at bus stops and passenger terminals.
- Travels to outside locations to perform maintenance and repairs on vehicle on board electronic equipment, garage-based electronic equipment, and passenger terminal electronic equipment.
- Responds to emergency off-site repairs and road calls.
- Performs ongoing preventive maintenance of vehicle on board electronic equipment, garage-based electronic equipment, and passenger terminal electronic equipment.
- Performs non-routine vehicle-based and fixed electronic equipment upgrades, including configuration of devices, fabrication of electrical harnesses and specification of equipment mounting systems.
- Troubleshoots and repairs printed circuit boards to component level.
- Calibrates and repairs test and diagnostic equipment.

### **ESSENTIAL RESPONSIBILITIES (Continued):**

- Assists stores personnel in monitoring inventory to ensure ongoing availability of spare parts and supplies.
- Responsible for written communication concerning on-going status of repairs completed or in progress and outstanding repairs.
- Performs electronic recordkeeping regarding work performed and materials used in the District's computerized asset management system (IBM Maximo).
- Knows and follows the environmental health and safety rules and safe working practices applicable to the position.
- Responsible for maintaining all work areas in a safe and clean condition.
- Knows and follows the safety and health rules and safe working practices applicable to his or her job.
- Establishes and maintains effective working relationships with District employees, customers, vendors and all others contacted during the course of work using principles of excellent customer service.
- Performs additional related duties as assigned.
- Regular and reliable attendance and performance are required.

### **REQUIRED KNOWLEDGE, SKILLS AND ABILITIES**

**Knowledge of:** Principles, practices, and methods used in the installation, testing, maintenance, and repair of electronics systems. Digital and analog electronic circuit theory and practice. Occupational health and safety rules and working practices applicable to this position.

**Skills or Ability to:** Use hand and power tools common to the electronics repair trade. Use test, measurement, and diagnostic equipment common to the electronics repair trade, including oscilloscopes, digital volt ohm meters, ammeters, signal generators, frequency analyzers, etc. Read, understand and apply complex technical repair information, including maintenance manuals, wiring diagrams, schematics, ladder charts, and technical service publications. Communicate clearly both orally and in writing. Establish and maintain cooperative, effective and productive working relationships with those contacted in the performance of duties. Perform computerized data entry and basic business office technology functions such as email, spreadsheet lists, and word processing.

### **MINIMUM QUALIFICATIONS:**

**Education and/or Experience:** Two-year degree in electronic technology or completion of electronic technology training course, certification program or electronics trade school and a minimum of four years' experience as an electronic technician.

**Required License:** Must possess and maintain a current, valid California driver's license and satisfactory driving record. No more than two moving violations within the last 3 years. No DUI's or Reckless Driving violations within the last 7 years.

**Physical Requirement:** Occasionally lift up to 100 pounds maximum with assistance; frequently lift, carry and manipulate up to 50 pounds. Frequent bending, kneeling and occasional climbing on 12-foot ladders and scaffolding. Working around fumes, odors and dust in an occasionally high-noise environment, with appropriate personal protective equipment. Excellent manual dexterity.

**HOURS:**

- Shifts are scheduled based on seniority in classification.
- Maintenance Department operates 7 days per week, 24 hours per day.
- Must be available to work all shifts.

**REQUIRED TOOLS:**

- Must have a full set of journey level hand tools to accomplish assigned work.

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**APPLICATION PROCEDURE:**

**FAILURE TO MEET ANY OF THE REQUIREMENTS STATED BELOW MAY RESULT IN  
REJECTION OF YOUR APPLICATION**

**TO APPLY:** [www.goldengate.org/jobs](http://www.goldengate.org/jobs)

**Applicants must apply online by the deadline date. Applications received after the deadline will not be considered.**

**The District’s Human Resources Kiosk is available for filling out and submitting your online application and employment documents. The HR kiosk is located at the San Rafael Office. For directions and general information, visit our website [www.goldengate.org](http://www.goldengate.org).**

*All notices related to District recruitments for which you apply will be sent via email. Please ensure the email address you provide on your application is correct, and add '@goldengate.org' as an accepted address to any email blocking or spam-filtering program you may use to ensure receipt of notification from the District regarding your recruitment application. The District is not responsible for notices that are not read, received, or accessed by any applicant for any District recruitment.*

**THE FOLLOWING DOCUMENT(S) MUST BE SUBMITTED AT TIME OF APPLICATION:**

- 1. GGBHT Online Employment Application.**
- 2. Resume** (Scan and attach as PDF to your online application)
- 3. Evidence of associate’s degree in electronic technology or certification program or electronics trade school** (Scan and attach as PDF to your online application)
- 4. DMV H6 Print-out which can only be requested from any DMV office** (Scan and attach as PDF to your online application.) **This report provides your 10-year driving record.**

**For External Applicants:** DMV H6 Print-out dated within 30 days from the date of job posting (Scan and attach as PDF to your online application)

**For Internal Applicants:** For Regular, Full-time employees who are part of the Pull Notice Program, the Human Resources Department will request for your DMV report. For Casual/Temporary/Provisional employee, please request your DMV H6 Print-out from any DMV Office.

**SELECTION PROCEDURES will include:**

- Assessment of education, training, and experience
- Skills Assessment Examination
- Oral Panel Interview
- Department Interview for final candidates
- Medical Examination, post offer of “conditional employment” (this includes a drug test, physical and a functional performance physical.)\*
- Background, Employment and Security Investigation

*\*The District will only invite those candidates whose qualifications **MOST CLOSELY MATCH** the position requirements to continue in the selection process.*

*\*\* This position is classified as U.S. Department of Transportation – Federal Transit Administration “Safety Sensitive.” Under DOT FTA regulations, employees in “Safety Sensitive” positions are subject to pre-employment, reasonable suspicion, post-accident, random and return-to-duty drug and/or alcohol testing.*

**AN EQUAL OPPORTUNITY EMPLOYER**

It is the policy of the Golden Gate Bridge Highway and Transportation District to take all personnel actions on the basis of merit and other job-related factors, without regard to race, color, national origin, religion, sex (including pregnancy, childbirth, and related medical conditions), disability: physical or mental, age (40 and older), genetic information, marital status, sexual orientation and identity, medical condition, political affiliation or military status.

**Applicants with Disabilities:** The Human Resources Department will make reasonable efforts to accommodate applicants with disabilities to complete the Employment Application and in any job-related examination process. If you have special needs, please call (415) 257-4521 (Human Resources). The District's telecommunications device (TDD) for Persons with Hearing Disabilities is (415) 257-4554.

Revised 03/17/2014 SS

Revised: 06/01/2018 AD

**HR Administration  
Human Resources Department  
1011 Andersen Drive  
San Rafael, CA 94901-5318**