

**LAKE CENTRAL SCHOOL CORPORATION**

**8260 Wicker Ave./St. John, IN 46373**

**October 3, 2022**

**JOB POSTING  
TRANSPORTATION HEAD MECHANIC**

**Requirements:**

- Minimum of two years experience in automotive technician field and four years full time experience in a truck or bus facility
- Class "B" CDL with a P and S endorsement
- Drive as needed

**Responsibilities:**

- Ability to work under pressure
- Ability to direct, coordinate and communicate with staff
- Supervise and work with technicians in diagnosing malfunctions on vehicles
- Purchase of parts, materials and supplies required for proper maintenance of vehicles
- Recommend and assist with short and long term bus purchase planning
- Must keep accurate records of all corporation vehicles and inventory
- Prepare and maintain preventive maintenance schedules
- Assume responsibility for cleanliness, upkeep and organization of shop building as well as safety and security
- Flexible hours and overtime as needed
- Ability to teach, instruct and inspect work as needed
- Assist in evaluation of all shop personnel
- Assume responsibility for hazardous material disposal following all government regulations and required record keeping
- Must be able to perform all duties expected of the shop mechanics
- Must be available to be on call approximately once a month and schedule staff for assigned weekends
- Must work in conjunction with the Director of Transportation and all other supervisors
- Must be responsible for snow removal at Transportation Center
- Must assist corporation drivers in all vehicle related problems
- Knowledge of Excel/Word
- Availability 24/7 to address any problems
- Assist Director in investigating/documenting accidents involving corporation vehicles
- Investigate accidents in Director absence
- May adjust mechanic schedules as needed

**Inquiries may be directed to:**

Chuck Strebar, Director of Transportation  
Lake Central School Corporation  
8260 Wicker Avenue, St. John, IN 46373  
219-365-3141 [cstrebar@lcscmail.com](mailto:cstrebar@lcscmail.com)

**APPLY ONLINE AT: [www.lcsc.us](http://www.lcsc.us) select Custodian/Maintenance  
Select Transportation/Mechanic on position for which you wish to apply**

**Deadline: Until filled**

*An Equal Opportunity Employer*

*Lake Central School Corporation is an equal opportunity employer which does not discriminate on the basis of race, religion, color, national origin, gender, disability, age, marital status, genetic information or any other legally protected characteristic. Candidates will be screened, interviewed and employed on the basis of personal and professional qualifications and, where applicable, certifiable training, commensurate with the position. Offers of employment are contingent upon the results of personal background checks pursuant to Board Policy*