

JOB ANNOUNCEMENT

HVAC Mechanic 535

DUTIES: Troubleshoots and repairs all components of the air conditioning systems on GCRTA air-conditioned buses and non-revenue vehicles. Troubleshoots and repairs all components of the vehicle heating systems. Performs preventative maintenance, carries out scheduled services, and makes adjustments to all components related to the heating and air conditioning systems on GCRTA buses and non-revenue vehicles. Completes all required paperwork. Trains and gives technical direction to grade 4 mechanics and grade 5's. Performs other duties of a similar nature as may be required.

MINIMUM REQUIREMENTS: Applicants must be a high-school graduate or equivalent. Applicants must have completed technical courses covering vehicle heating and air conditioning systems and DC electrical circuits, taken at the high school or post-high school level. Applicants must have two (2) years experience diagnosing, troubleshooting, and repairing vehicle heating, A/C and electrical systems. Applicants must be knowledgeable of soldering and brazing techniques. All applicants must obtain AC Certification within forty-five (45) days of appointment. Must be EPA approved certification as prescribed in the Clean Air Act of 1990. Applicants must have a GOOD DRIVING RECORD, with no more than FOUR (4) POINTS, in the past three years. Applicants must have a valid Ohio State Commercial Drivers License (CDL) Class "B" with passenger and air brakes endorsements.

ADDITIONAL INFORMATION: The performance of these duties may be required at any time of the day or night, any day and night of the week. The position is a bargaining unit, safety sensitive position and subject to random drug and alcohol testing.

Examination Information: Eligible candidates will be notified of the exact time and place of the examination. The examination process will consist of three parts to include a written examination, performance assessment and/or interview, and record evaluation for internal candidates. The record evaluation will be weighted as 15% of the overall examination score for candidates who have passed the written and performance assessment/interview. Record evaluation information will be obtained from the candidate's supervisor. Candidates must meet all record evaluation criteria in order to gain the full 15% weighting. Candidates must pass the written examination to be eligible to proceed to additional parts of the examination process required to establish the eligibility for the position. Candidates will become eligible based on the composite scores from each part of the examination process. In accordance with the Merit Systems Rules, internal candidates who become eligible will be given preference over external candidates. Record evaluation criteria may include, but not limited to, an employee's attendance and discipline record for one rolling year back at the time of review. Records evaluation information includes a review of the following:

- 5 or more absence occurrences
- 2 or more AWOL or absence control suspensions
- 3 or more active written reminders (regardless of the level)
- 5 or more misses (regardless of whether they are active or not active)
- 4 or more active tardies
- Drug or alcohol suspension
- Commercial Drivers License (CDL) suspension
- Active Decision Making Leave (DML)

External Wage Rate: \$20.13

Internal Wage Rate: \$20.13 to \$26.84 hourly

CLICK HERE FOR: [How to Apply](#)

External Applicants: How to Apply: Employment applications and/or resumes may be emailed as a MS Word or PDF attachment to jobs@gcrt.org. Applications and/or resumes may also be faxed to (216) 781-4483 or (216) 781-4669, and mailed to Human Resources, 1240 W. 6 St., Cleveland, OH 44113. **Employment Applications mailed after or postmarked after the job announcement closing date will not be accepted.**

Internal Applicants: How to Apply: An internal employment application may be completed and submitted on the RTA Intranet, select the Forms tab and then select the Human Resources tab. Internal employment applications can also be emailed to jobs@gcrt.org, faxed to (216) 781-4483 or (216) 781-4669, or interoffice mailed to Human Resources, 1240 W. 6 St., Cleveland, OH 44113.

Employment Applications will be accepted until Thursday, October 13, 2011.

AN EQUAL OPPORTUNITY / ADA EMPLOYER / A DRUG FREE WORKPLACE

Job Class: 535

Date: October 4, 2011

Job Announcement No.: 2011-122

Web Site Address: www.rideRTA.com
jobs@gcrt.org

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