



Service Attendant

Job ID: 2019-1404

Category: Fleet and Facility Maintenance

Type: Regular Full-Time

Starting Pay Range: \$13.00 per hour with pay raises to \$17.55 over three (3) years.

**PSTA is a Drug Free/Smoke Free Workplace.
PSTA is an Equal Opportunity Employer.**

Overview

Under close supervision, cleans and performs basic service maintenance on Authority vehicles.

Responsibilities

Drives buses through wash rack and scrubs exteriors; parks buses in assigned locations.

Cleans buses and service vehicles and completes cleaning forms. Sweeps and mops bus floors, cleans interiors including walls, seats and windows; sprays for insects as required. Operates automated cleaning equipment.

Adds fuel to buses and service vehicles in fuel island; steam cleans engines and other units. Checks oil and water in buses and service vehicles and adds as needed.

Maintains written record of buses parked and cleaned; maintains a written record of vehicles to which fuel and oil was added. May enter servicing and cleaning data by using data entry equipment.

Lifts heavy covers and doors.

Performs other duties as assigned.

Qualifications

Education: High school diploma (or G.E.D.)

Experience: Prefer at least at least one year of mechanical experience.

License: Must possess and maintain a Florida Driver's License.

Knowledge, Skills and Abilities

Knowledge of: Basic auto mechanics.

Skilled in: Read fuel/oil measuring devices; back buses into marked parking spaces; read and write legibly; use basic math; determine time of day or night; follow oral instructions; follow established safety practices; establish and maintain effective working relationships.

Abilities: Must be willing to work stated hours, and may be required to work weekends and holidays; must be able to pass a "heavy lifting" physical examination.

Exp. Date: 1/10/2020