

Job Description – Shop Assistant

MOUNTAIN EXPRESS SHOP ASSISTANT: JOIN OUR TEAM! Mountain Express is looking to recruit a Shop Assistant for immediately available shifts. Applicant required to hold a CDL class BP-2 with no air brake restrictions, or we will pay for you to obtain one. Starting wage is \$22.60/hr. Health insurance is available based on hours worked. Ski locker benefit. Shop Assistants are responsible for daily fueling and cleaning of fleet vehicles and other related tasks at the direction of the Shop Supervisor. See full Job Description by visiting Mountain Express's website at <http://www.mtnexp.org/about-mtnexp/employment/>. Please contact Leah Petito at lpetito@mtnexp.org to apply. EOE

REPORTS TO: Shop Supervisor

STATUS: Seasonal, full-time or part-time

NATURE OF WORK: Responsible for daily fueling and cleaning of fleet vehicles and other related tasks at the direction of the Shop Supervisor.

ESSENTIAL DUTIES:

- Safely perform all duties.
- Safe and proper fueling of all fleet vehicles.
- Cleaning of fleet vehicles inside and out.
- Complete record keeping of fluids used.
- Participate in Mountain Express Substance Abuse Policy.
- Perform as part of Mountain Express team.

OTHER DUTIES:

- Complete pre-trip of vehicles.
- Keeps work area clean.
- Makes daily bus assignments.
- Other shop equipment as directed by the Shop Supervisor.

KNOWLEDGE, SKILL AND ABILITIES:

- General knowledge of all fleet vehicles.
- Knowledge of proper fluids handling.

MATERIAL AND EQUIPMENT USED:

- All fleet vehicles.
- Wash bay equipment.
- Fueling station.

EDUCATION, EXPERIENCE, FORMAL TRAINING:

- Applicant required to obtain Colorado Commercial Driver's License, class BP-2 with no air brake restriction or obtain one.
- CPR and Basic First Aid recommended.

COMPENSATION:

Starting wage is \$22.60hr. Health insurance is available based on hours worked. Ski locker benefit.

EOE