



# Vehicle Body Repairer / Painter

## Position Details

Class Code: 6030

Job Family: Service/Transportation Workers

Classification: Support Professional

Terms of Employment: [Pay Grade 53 on the Support Professional Salary Schedule](#)

FLSA STATUS: NON-EXEMPT

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## Position Summary

Under general supervision, performs vehicle/heavy-duty equipment body and paint repair estimates; completes necessary body/paint repairs.

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## Essential Duties and Responsibilities

The list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Removes, replaces, and/or installs damaged vehicle bodies and body parts of Clark County School District equipment (i.e., buses, trucks, automobiles, and other motor vehicles including heavy-duty and construction equipment.)
2. Aligns and straightens frames, cabs, doors, hoods, trunks, and other motor vehicle parts.
3. Fabricates various panels and parts from sheet metal, plate steel, and other structural steel shapes.
4. Fills depressions on metal surfaces; files, grinds, and sands surfaces using various body fillers and corresponding power tools.
5. Fabricates shop equipment and tools to facilitate vehicle repairs.
6. Communicates and negotiates repair estimates with insurance companies to settle claims for school buses.
7. Cleans and prepares surfaces for painting using single- and multi-stage exterior/interior finishes.

8. Repairs and refinishes urethane and fiberglass components.
  9. Mixes, matches, and applies paints to specifications.
  10. Replaces glass in vehicle windows and windshields.
  11. Inspects, repairs, and/or replaces vehicle electrical components consistent with repair requirements.
  12. Estimates time and materials according to current collision guidebooks; records supplies and parts used in work.
  13. Provides input to other District staff regarding feasibility of equipment repairs.
  14. Performs welding/cutting using gas, Metal Inert Gas (MIG), Tungsten Inert Gas (TIG), and electric arc welders.
  15. Repairs/replaces passive restraint systems (i.e., air bag sensors, seat belts, child restraints, etc.)
  16. Operates and maintains vehicle paint booth and equipment.
  17. Works with manufacturers and other agencies regarding specified regulations, repair procedures, and school bus inspections.
  18. Initiates work order requests; operates computer terminal to log work orders in and out of system.
  19. Operates lifting/moving devices, materials, and equipment to access areas to be painted.
  20. Road tests and transports vehicles, as needed.
  21. Responsible for the safe handling and disposal of hazardous materials.
  22. Conforms to safety standards, as prescribed.
  23. Performs other tasks related to the position, as assigned.
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## Distinguishing Characteristics

Estimates body repair and paint costs; fabricates, repairs, and paints vehicles/heavy-duty equipment.

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## Knowledge, Skills, and Abilities (Position Expectations)

1. Knowledge of body damage repair estimation using collision damage guides.
2. Knowledge of vehicle/heavy-duty equipment body repair work and painting.
3. Knowledge of various paints.
4. Ability to structurally integrate body sections between vehicles.
5. Ability to mix/match finishes and paint vehicles.
6. Ability to legibly write, prepare, and maintain accurate records.

7. Ability to operate a computer and software applications related to assignment.
  8. Ability to obtain a Class B commercial driver's license (CDL) with required endorsements, as appropriate.
  9. Ability to pass United States Environmental Protection Agency (EPA) spray paint training.
  10. Ability to wear respiratory protection and other personal protective equipment (PPE.)
  11. Ability to perform strenuous physical work.
  12. Ability to safely move and relocate heavy objects.
  13. Ability to work flexible hours or shifts.
  14. Ability to work in confined areas.
  15. Ability to withstand heights and perform work safely.
  16. Ability to work cooperatively with employees, other agencies, and the public.
  17. Ability to recognize and report hazards and apply safe work methods.
  18. Possess physical and mental stamina commensurate with the responsibilities of the position.
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## Position Requirements

### Education, Training, and Experience

1. Four (4) years' experience in vehicle body estimating, repair, and painting; or, Three (3) years' experience as outlined above plus one (1) year or more of related vocational training from an accredited vocational/trade school.
2. Must have own set of tools at time of hire. (Sufficient tools to perform component removal and reinstallation.)
3. Safe driving record.

**NOTE:** Individuals may not promote, demote, or move laterally from the hired position unless they earn a high school diploma or General Education Development (GED) and upload the document into their online application.

### Licenses and Certifications

1. A valid Class B CDL with required endorsements to operate a school bus in Nevada. This license must be maintained for the duration of the assignment. If valid Nevada Class B CDL is not in possession at time of application, a valid Class C driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada must be in possession and the Nevada Class B CDL with required endorsements must be obtained within five (5) months of hire date.

2. Copy of current driving history (dated within six (6) months from the date printed) issued by the Department of Motor Vehicles (DMV) at the time of application or Qualified Selection Pool (QSP) placement and at the time of interview prior to final selection.
3. Hold or be able to obtain forklift qualification card. If qualification card is not in possession at time of application or QSP request, it must be obtained within five (5) months of hire into position. Qualification card must be maintained for the duration of the assignment.

**NOTE:** Applicants/employees are subject to all aspects of mandatory drug and/or alcohol testing as required by law and/or District regulations/procedures.

## **Preferred Qualifications**

1. High school graduation or other equivalent (i.e., General Educational Development (GED), foreign equivalency, etc.)
  2. Valid Class B CDL with required endorsements at time of hire.
  3. Automotive Standard of Excellency (ASE); Inter-industry Conference on Auto Collision Repair (ICAR) Certification, vocational training certification; certified welding; knowledge of recreational vehicle and school bus body repair; tractor/trailer and construction equipment repair.
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## **Document(s) Required at Time of Application**

1. A valid Class B CDL with required endorsements to operate a school bus in Nevada, or a valid Class C driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada, if CDL is not in possession at time of application.
  2. Copy of current driving history issued by the DMV.
  3. District-issued forklift qualification card, if applicable.
  4. Specific documented evidence of training and experience to satisfy qualifications.
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## **Examples of Assigned Work Areas**

District facilities, parking lots, etc.

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# Work Environment

## Strength

Medium/heavy - exert force of 50-100 lbs., frequently; 25-50 lbs., occasionally; or 10-20 lbs., constantly. Grasp/Grip: must have sufficient grasp to maintain steering control of a commercial vehicle. (Federal Motor Carrier Safety Regulations 391 – a person shall not drive a commercial motor vehicle with an impairment of a hand or finger which interferes with prehension or power grasping.)

## Physical Demand

Occasional climbing, balancing, lying on back/stomach, and crawling. Frequent sitting, standing, pushing, pulling, bending, twisting, kneeling, stooping, crouching, reaching, handling, and repetitive fine motor activities, talking, and hearing. Requires sitting for long periods of time. Walking – up to 500 feet at any one occurrence without rest. Climb steps and curbing constantly. Neck Motion – Continuous neck motion and flexion is performed throughout the work shift. Hearing/Vision – Constant looking and listening to identify hazards and/or emergency vehicles far enough in advance to react. Hearing and speech to communicate in person, via video conference and computers, or over the telephone. Vision: Frequent near and far acuity, depth perception, focal length change, color vision, and peripheral vision. Vision to read printed and online materials, a Video Display Terminal (VDT) screen, or other monitoring devices.

## Environmental Conditions

Varies from a climate-controlled office setting to work outdoors with temperatures ranging from mild/moderate to extreme cold/heat. Exposure to noise levels ranging from moderate to loud for occasional to frequent time periods.

## Hazards

Frequent exposure to vehicle fumes and cleaning solvents. Frequent electrical shock hazards. Furniture, playground/office equipment, communicable diseases, chemicals and fumes (as related to specific assignment), and power/hand-operated equipment and machinery (as related to specific assignment.)

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## Examples of Equipment/Supplies Used to Perform Tasks

District vehicles and construction equipment, grinders, sanders, hammers, air chisels, rivet guns, saws, spray guns, sheet metal breaks, shears and rolls, welders (arc, MIG,

TIG, and gas), metal lather, frame-pulling come along, cutting torches, metal cutting machines, forklifts, surgical gloves, fresh air supplied air respirator system, etc.

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## **AA/EOE Statement**

The Clark County School District is proud to be an equal opportunity employer. The Clark County School District is committed to providing all applicants and employees equal employment opportunities without regard to race, color, religion, sex, gender identity or expression, sexual orientation, national origin, genetics, disability, age, military status, or other characteristics protected by applicable law. Here at Clark County School District, we are a diverse group of people who honor the differences that drive innovative solutions to meet the needs of our students and employees. We believe that through a culture of inclusivity, we have the power to reflect the community we serve.

## **Job Revision Information**

- Revised: 06/26/23
- Created: 07/01/88