

Tire Inspector/Repairer

Position Details

Class Code: 6080

Job Family: Service/Transportation Workers

Classification: Support Professional

Terms of Employment: Pay Grade 53 on the Support Professional Salary Schedule

FLSA STATUS: NON-EXEMPT

Position Summary

Under general supervision, inspects, repairs, and replaces tires, rims, and tubes on vehicles/heavy duty equipment.

Essential Duties and Responsibilities

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

1. Inspects tires, tubes, and rims on vehicles (i.e., school buses, trucks, cars, trailers, tractors, heavy duty, and miscellaneous equipment for their safety and repair).
2. Evaluates tires for conformance to specified tolerances and measures tread width and sidewall dimensions to ensure compliance with state and federal safety regulations.
3. Diagnoses cause of abnormal tire wear or vehicle handling problems.
4. Inspects used tires to be retread for automobiles, buses, trucks, and other construction equipment.
5. Repairs and/or replaces tires and tubes using adhesive materials, patches, and/or rubber plugs.
6. Removes wheels and tires using hand and power tools.
7. Performs visual inspection of brakes and steering components.
8. Reassembles repaired or new tires on wheels and vehicles.
9. Balances wheels using computerized balancing equipment.

10. Coordinates and schedules vehicle and construction equipment tire repair/maintenance work to be performed throughout the Clark County School District.
 11. Responds to calls to repair or replace damaged tires in the field in hazardous environments (i.e., freeways, etc.).
 12. Prepares and maintains records of tire usage.
 13. Operates computer terminal to log in and out of work order system; initiates and logs in computer system.
 14. Monitors inventory and initiates requests for supplies and equipment for repairs.
 15. Communicates and works with outside vendors and service providers regarding warranties, special repairs, and supplies.
 16. Performs road tests of vehicles, as required or needed.
 17. Responsible for the safe handling and disposal of hazardous materials.
 18. Coordinates with parts department for tire adjustments for warranty defects, poor performance/workmanship, etc.
 19. Conforms to safety standards, as prescribed.
 20. Performs other tasks related to the position, as assigned.
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Distinguishing Characteristics

Involves inspection, repair, and/or replacement of tires and associated parts on all vehicles and construction equipment.

Knowledge, Skills, and Abilities (Position Expectations)

1. Knowledge of safe analysis and guidelines for mounting and dismounting of various sizes and types of tires.
2. Knowledge of tire changing and balancing equipment and the balancing of tires.
3. Ability to inspect, evaluate, and determine required repair of tires and wheels of various sizes.
4. Ability to recognize tire and wheel defects.
5. Ability to determine vehicle problems abnormal tire wear (i.e., brake rotor, drums, steering arms, suspensions, etc.).
6. Ability to work independently.
7. Ability to write legibly, prepare, and maintain accurate records.
8. Ability to learn to operate a computer and software applications.
9. Ability to perform strenuous physical work.

10. Ability to safely move and relocate heavy objects.
 11. Ability to obtain a Class B commercial driver's license with required endorsements, as appropriate.
 12. Ability to work flexible hours or shifts.
 13. Ability to work in confined areas.
 14. Ability to withstand heights and perform work safely.
 15. Ability to work cooperatively with employees, other agencies, and the public.
 16. Ability to recognize and report hazards and apply safe work methods.
 17. Possess physical and mental stamina commensurate with the responsibilities of the position.
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Position Requirements

Education, Training, and Experience

1. High school graduation or other equivalent (i.e., General Educational Development (GED), foreign equivalency, etc.).
2. Two (2) years experience in tire inspection and repair of light and commercial type vehicles (i.e., trucks, buses, trailers, tractors, or heavy-duty equipment).
3. Must have own set of tools at time of hire (set of impact sockets, air impact gun and hand tools).
4. Safe driving record.

Licenses and Certifications

1. A valid Class B commercial driver's license with required endorsements to operate a school bus in the state of Nevada. This license must be maintained for the duration of the assignment. (If valid Nevada Class B commercial driver's license 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 commercial driver's license 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 at time of application or Qualified Selection Pool (QSP) placement and at 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.

Preferred Qualifications

None Specified.

Applicants/employees are subject to all aspects of mandatory drug and/or alcohol tests as required by law and/or Clark County School District regulations and procedures.

Document(s) Required at Time of Application

1. High school transcript or other equivalent (i.e., GED, foreign equivalency, etc.).
 2. A valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada, if applicable.
 3. A valid Class B commercial driver's license with required endorsements to operate a school bus in the state of Nevada as indicated above, if applicable.
 4. Copy of current driving history (dated within six (6) months from date printed) issued by the Department of Motor Vehicles.
 5. District-issued forklift qualification card if in possession at time of application, if applicable.
 6. Specific documented evidence of training and experience to satisfy qualifications.
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Examples of Assigned Work Areas

Clark County School District facilities, roadside service, parking lots, etc.

Work Environment

Strength

Exert force 50-100 lbs., frequently; 25-50 lbs., occasionally; or 10-20 lbs., constantly. Grasp/Grip: must have sufficient grasp to maintain control of steering 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) screens 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 fumes of vehicles 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).

Examples of Equipment/Supplies Used to Perform Tasks

Tire changers and computer balancers (heavy and light trucks and cars), tires spreaders, air compressors, one ton tire trucks, impact wrenches, numerous air and hydraulic jacks, tire and tube buffers (air), various hand and power tools, forklifts, etc.

AA/EOE Statement

This employer does not knowingly discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, or national origin.

Job Revision Information

- Revised: 02/09/21
- Created: 08/20/91