



QUALITY TEAM LEADER

JC: 000035
PG: MW-III

PC: 313
BU: 01 (SEIU)
Created: June 2009
Updated July 2013

DEFINITION

Under general supervision, acts as a working team lead for a scheduled maintenance team in the performance of preventive maintenance and major vehicle modifications, performs skilled preventive maintenance, troubleshooting, in primary repair, and modification to electrical, electronic, electro-mechanical, mechanical, pneumatic, hydraulic and HVAC equipment and components found in revenue vehicles; inspects work performed. After scheduled maintenance ensures revenue vehicles meet quality standards prior to release for revenue service; performs related work assigned. The term scheduled maintenance, used in this job description, refers to preventive maintenance and major vehicle modifications only. The term scheduled maintenance team, used in this job description, means a multidisciplinary team. For major vehicle modifications, the team must have at least 6 members per QTL

CLASS CHARACTERISTICS

This is a journey level classification performing skilled preventive maintenance, troubleshooting, in primary repair and modification to electrical, electronic, electro-mechanical, mechanical, pneumatic, hydraulic and HVAC equipment and components found in Districts revenue vehicles related to preventive maintenance and related to scheduled maintenance. Incumbent works as a lead on a scheduled maintenance team, performing maintenance tasks, coaching team members, checking quality of work performed by team, acts as a liaison between the team and foreworker, engineering, stores, logistics and training.

EXAMPLES OF DUTIES

1. Acts as a liaison between the maintenance team members, foreworkers, management, engineering, stores, logistics and training ensure that all maintenance and repair tasks are properly complete before releasing a vehicle for revenue service.
2. Coordinates and monitors District maintenance team performance of all scheduled maintenance and repair work on revenue vehicles and supporting systems.
3. Performs scheduled maintenance and testing and repair of mechanical, electro-mechanical, pneumatic, hydraulic, HVAC, and electronic components and systems of transit vehicles; troubleshoots and performs primary maintenance on such systems.
4. Ensures that revenue vehicle scheduled maintenance work completed by their assigned team is conducted and documented in accordance with District standards.

Quality Team Leader

Page 2

5. During scheduled maintenance performs modifications to revenue vehicles as directed by engineering and supervisory staff; suggests improvements and works with engineering and other maintenance staff regarding modifications.
6. Uses diagnostic test equipment and precision measuring devices in the course of the work; verifies performance of new or modified systems or equipment.
7. Reads and interprets electronic, pneumatic, hydraulic and refrigerant schematics and diagrams, engineering drawings, manuals, and work orders;
8. Measures, tests and inspects completed work to confirm adherence to specifications.
9. Uses electric and electronic test devices and mechanical tools to repair vehicles and components
10. Documents and records work performed and parts and materials used; follows specified District and Safety procedures; communicates needed information effectively.

QUALIFICATIONS

Knowledge of:

Electrical, electronic, hydraulic, pneumatic, and refrigerant symbols needed to read and use all documentation for the maintenance, repair and installation of all related revenue vehicle equipment and components.

Safety practices and procedures.

Basic math skills as required for the work.

Skill in:

Identifying basic facts and terms of electrical/electronic and electro-mechanical principles and theories and how they relate to revenue vehicle systems.

Inspecting, testing and measuring revenue vehicle parts, equipment, components and systems for adherence to specifications, procedures and standards.

Use of mechanical, hand, power, electrical and electronic tools and troubleshooting devices and troubleshooting and diagnostic techniques.

Repairing and installing railcar equipment and components on the basis of written material, drawings, schematics and wiring diagrams, operational manuals and procedures, and manufacturer's instructions.

Identifying and correcting routine electrical/electronic and electro-mechanical problems.

Selecting and using correct parts, tools and test equipment to perform scheduled and unscheduled maintenance required to maintain revenue vehicle systems, components and support equipment.

Establishing and maintaining effective working relationships with those contacted in the course of the work.

Communicate clearly and concisely both orally and in writing.

Leading effectively in a team environment.

Coaching and mentoring.

MINIMUM QUALIFICATIONS

Education:

Graduation from high school and completion of accredited post secondary school certification program in electricity, electronics, electro-mechanics or related field.

Experience:

Two (2) years of verifiable experience in the maintenance and repair of rail vehicle, aviation, or automobiles, including electro-mechanical and electronic elements.

In addition candidates must have a minimum of two (2) years BART experience as a Transit Vehicle Mechanic, Transit Vehicle Electronic Technician, or Vehicle Inspector.

Substitution:

Two (2) or more years of military experience in an electronics/electro-mechanical discipline with an honorable discharge may be substituted for the post secondary school accredited certification program in electricity, electronics, electro-mechanics or related field.

Other Requirements:

Must be physically capable of working in confining work spaces and lifting equipment weighing up to 70 pounds; must be willing to work weekends, holidays, off hours shifts and occasional emergency overtime.

Work Conditions and Environmental Factors:

This position is characterized by moderate risks or discomforts, which are partially controlled by special precautions, and/or is subject to periodic uncontrollable work schedules.