



CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

**JOB POSTING 2024-27**

**CLOSING DATE: OPEN UNTIL FILLED**

**Job Title:** Vehicle Electronics Technician

**FLSA Status:** Non-Exempt

**Work Location:** 5658 Bear Lane

**Department:** MIS

**Reports To:** IT Systems Administrator

**Grade:** 21 **Salary:** \$25.16 - \$41.02

**Work Schedule:** 4 – 10-hour shifts, 1<sup>st</sup> shift – 5:00 am – 4:00 pm, 2<sup>nd</sup> Shift – 12:00 pm – 11:00 pm,  
Weekend shift – 7:00 am – 6:00 pm

**General Summary:** Working under the direct supervision of the IT Systems Administrator, performs a variety of inspections and repairs to electronic equipment to maintain all fleet vehicles in good working order. The position requires working along with other Vehicle Electronics Technicians and Vehicle Maintenance Technicians. Performs diagnosing, repairing, modifying, maintaining, and administering the CCRTA's Intelligent Transportation Systems. Installs, removes, replaces, adjusts, and tests all electronic components, in-vehicle hardware, and software systems.

**Essential and Marginal Job Functions:** Essential and other important responsibilities and duties that must be performed, with or without reasonable accommodation may include, but are not limited to, the following:

- Performs Preventative Maintenance inspections using checklists on electronic equipment.
- Performs general electronic equipment including, but not limited to, diagnosis of AVL, Wi-Fi Routers, modems, radio system, destination signs, fare box, etc.
- Lifts equipment using jacks, hoist stands, or other available equipment using proper safety procedures.
- Makes service road calls to troubleshoot problems and make minor on-site repairs. Completes road testing of vehicles, as required.
- Independently diagnoses and repairs all defects on vehicles under the supervision of the IT Systems Administrator.
- Maintains and repairs radio communication systems.
- Maintains Automated Vehicle Location System (AVL).
- Maintains vehicle announcement systems, including updates and changes to route announcements.
- Maintains destination sign hardware and software.
- Completes all required reports and records in a timely and accurate fashion.
- Maintains work area in clean and safe working condition, which includes clearing floors and work surfaces of trash and debris, putting up working materials and equipment, and cleaning up spills.
- Maintains a dependable attendance record.
- Complies with CCRTA policies and procedures.
- Establishes and maintains effective professional working relationships with those contacted in the course of work.
- Wears personal protective equipment and complies with safety regulations.
- Maintains confidentiality and interacts with others in an effective professional manner.
- Performs other duties as assigned.

**Qualifications include:****Knowledge, Skills & Abilities:**

- Vehicle maintenance and electronic repair principles, procedures, methods, and techniques.
- Testing equipment and/or specialized tools.
- Extensive knowledge of computer hardware and software.
- Standard safety procedures and precautions.
- Demonstrates superior verbal and written communication skills.
- Demonstrates problem-solving skills
- Correct English usage, spelling, and vocabulary.
- Installs, configures and maintains complex electronic systems and/or related hardware and software.
- Works independently on the change, repair, and adjustments of components or systems.
- Accurately completes repair records.
- Good manual dexterity, visual and hearing acuity.
- Complies with local traffic, DOT, and FTA regulations concerning the operation of CCRTA vehicles and adherence to safety-sensitive positions.
- Interacts courteously and effectively with a diverse internal customer base.
- Works immediately before, during, or immediately after an emergency as required as part of the CCRTA's Emergency Response Team to provide emergency services to the general public during emergency situations.
- Communicates effectively both verbally and in writing.
- Willingly fosters a positive work environment.
- Understands and follows oral and written instructions.
- Reads and interprets service and instruction manuals.
- Proficiency in related computer software and hardware.
- Electronic diagnostics proficiency.

**Physical Requirements:**

Standard physical activity includes, but is not limited to, standing, and walking activities. Essential & marginal functions require the ability to grasp with both hands, twist both wrists, use both arms to push, pull, hold, and carry items, bend, kneel, squat, and twist safely. Work requires the ability to lift up to 50 lbs. Machinery and tool operation requires the use of safety equipment to include but not limited to, eye safety glasses and work boots.

**Working Conditions:**

While performing the duties of this job the employee will predominantly work in a shop environment. The employee is exposed to extreme weather conditions and wet and/or humid conditions; moving mechanical parts; high, precarious places, and high noise levels. Employees will work in an environment where there is a risk that they will be exposed to chemicals and fumes. Shift work including nights, holidays, and weekends is required. An average amount of overtime and extended work hours are required. The noise level in the work environment is moderate to high. Requires strong electronics ability.

*The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. It is the CCRTA's business philosophy and practice to provide reasonable accommodation to the known physical or mental disabilities of qualified individuals, according to applicable state and federal law, and may be made to enable individuals with disabilities to perform essential functions. To request reasonable accommodation regarding your application for employment or the performance of the essential functions of your job, please contact the Human Resources Department at (361) 903-3524*

**Experience and Training Requirements:**

This position requires any equivalent combination of the following training, education, and experience that provides the individual with the required knowledge, skills, and abilities to perform the job.

- **Education:** Associate degree from a 2-year College and/or enrollment in a post-high-school program or related field experience.
- **Experience:** Minimum two (2) years of directly related experience in general electronic repairs including electronic circuit boards, radio systems, AVL systems, and computer skills.
- **License or certificate:** Must possess a valid Texas Driver's License and be able to obtain, within 60 days of hire, and maintain a Class B CDL with the appropriate endorsements to operate a bus in service.
- **Other Requirements:** Must be at least 18 years of age. Any job offers and continued employment is contingent upon completing and passing a pre-employment job agility evaluation, Department of Transportation physical, drug and alcohol screen, and background investigation with not more than two moving violations or accidents in the past three years, no more than one DWI/DUI in a lifetime, and no DWI/DUI in the past five years. Must possess own hand tools.