

Name: _____ Year : _____

**CARBON COUNTY SCHOOL DISTRICT NO. 2
EVALUATION OF
DISTRICT MECHANIC**

(1 – Satisfactory - consistently performed at a competent level; 2 - Not Satisfactory - serious deficiencies exist in this area; N/A – Not Applicable)	
1.	Trouble shoots and repair gas and diesel engines, 12-volt electrical systems, hydraulics, air brake systems, hydraulic power systems, tires, and wheels. 1__ 2__ N/A__
2.	Participates in diagnosing and repairing district transportation equipment and fleet. .1__ 2__ N/A__
3.	Performs emergency repair services as needed. 1__ 2__ N/A__
4.	Performs an established system of automotive maintenance and preventative care. 1__ 2__ N/A__
5.	Maintains a system for the receipt and issuance of parts and supplies and the keeping of records and inventories. 1__ 2__ N/A__
6.	Establishes and maintains all records for scheduled servicing, lubrication and repair of all types. 1__ 2__ N/A__
7.	Schedules all repair requests reported by bus drivers. 1__ 2__ N/A__
8.	Is available, if needed, after school hours in the event of an emergency. 1__ 2__ N/A__
9.	Works positively with State Agencies. 1__ 2__ N/A__
10.	Works closely with the Superintendent and Business Manager, keeping them informed of vehicle repairs and needs. 1__ 2__ N/A__
11.	Accept responsibility for the identified job description and continually strive to perform work of the highest quality. 1__ 2__ N/A__
Comments: _____ _____ _____ _____ _____	

Each of the undersigned has reviewed this evaluation. Each understands that each item will become part of the personnel record. It is further understood, that refusal to sign does not prevent the inclusion of this document in the personnel file.

Date: _____

Signature of District Mechanic

Signature of Superintendent