



The Rhode Island Public Transit Authority (RIPTA) is recruiting **INTERNALLY** and **EXTERNALLY** for one (1) position of **Body Shop Technician**. This is an Amalgamated Transit Union, Division 618 position. All Collective Bargaining Unit selection criteria will apply.

**Position Title:** Body Shop Technician

**Posting Period:** January 20, 2023 through January 31, 2023

**Salary Range:** \$57,116.80 to \$76,148.80 Annually (Pay Grade 800)

**Union Affiliation:** Amalgamated Transit Union, Division 618 (ATU 618)

**Position Reports To:** Body Shop Foreman

**Description of Work:**

1. Responsible for removing damaged fenders, panels and grills, using wrenches and cutting torch, and bolts, rivets or welds replacement parts in position using wrenches, handguns and welding equipment;
2. Responsible for straightening bent motor vehicle frames using a pneumatic frame-straightening machine. Side and ceiling panels are fabricated to replace damaged panels;
3. Responsible for performing surface repair using proper procedure and equipment;
4. Working on staging, the body shop technician files, grinds and sands repaired surfaces, using power tools and hand tools. The surface is then primed, painted and refinished surface using a spray gun and sander. Detail work involves striping and painting around the windshield;
5. Responsible for removal and repair/replacement of broken windshields, windows and mirrors;
6. Responsible for Upholstery repair and/or replacement using proper procedure and equipment;
7. Responsible for safely moving all RIPTA vehicles and equipment in order to perform job function. Safety procedures must be followed at all times, including the use of safety clothing and equipment. This includes the use of paper masks or respirators, safety goggles, steel-toed shoes, welding gloves and jacket, and ear protections;
8. Experienced (first class) body shop technicians work with newly hired trainees, demonstrating work procedures and training in the various aspects of body shop repair;
9. Must have knowledge and ability to use tools, machines, materials and methods used in vehicle body repair of RIPTA vehicles and equipment;
10. Must have knowledge of safety procedures and equipment to safely perform the Body Shop Technician position;
11. Responsible for adhering to job specifications and company standards;
12. Responsible for completing written repair orders for all jobs performed;
13. Other related duties as assigned by the Body Shop Foreman or their designee.

*The above duties and responsibilities are not intended to limit specific duties and responsibilities of any particular position, nor are they intended to limit in any way the right of supervisors to assign, direct, and control the work of employees under their supervision.*

**Qualification Requirements and Selection Process:**

- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions:
- Must have proven knowledge in the practical application of the following systems:
  - Arc & mig welding and oxygen/acetylene torch & equipment (certifications)
  - Fiberglass repair and fabrication (certifications)
  - Sheet metal brake machines (certifications)
  - Vehicle prep and painting using spray gun, grinder, sander, etc. (certifications)
- Ability to refer to, read and interpret service manuals and/or other technical publications;
- Ability in completing a written repair order for each job performed is required;
- Applicant may be required to participate in oral interview and hands-on skills assessment;
- Applicant will be required to submit a Bureau of Criminal Investigation (BCI) from their state of residence to Human Resources when a conditional offer of employment has been made;
- Applicant will be required to pass a nationwide criminal background check to be conducted by RIPTA;

- Applicant is required to undergo pre-employment testing including drug and alcohol screening and DOT pre-employment fitness for duty exam;
- Applicant must provide RIPTA copies of licensure and/or certifications required to perform job duties prior to appointment;
- Applicants claiming Military status should submit a copy of the DD-214 form;
- Internal applicants will be subject to evaluation of their personnel file to determine eligibility and suitability for the position; to include training, education, job qualification skills, commendations and disciplinary history;
- This position is covered by the ATU Local 618A Labor Agreement. All current employees who apply will be considered before outside applicants. Final selection of equally qualified applicants will be subject to the terms and provisions of such Agreement including, but not limited to, Section 1.8.
- In the event that two or more internal applicants within the same bargaining unit are determined to be “equal” after completion of the interview process, seniority will be the determining factor for purposes of ranking eligibility from which appointments will be made.

**Education:**

High School Diploma or equivalency. Supplemental training through an accredited technical school preferred.

**Experience:**

- Minimum of five (5) years documented experience in the auto body repair trade;
- Valid CDL Driver’s License with Passenger, Air Brake and General Knowledge endorsements required; ***Or*** applicant must be able to qualify for CDL permit with said endorsements ***prior*** to beginning employment;
- Must be able to supply own set of tools required by RIPTA to perform the job and tool chest storage.

**OR:** any combination of education and experience that shall be substantially equivalent to the above education and experience.

**Independent Action:**

- Performs within prescribed guidelines in accordance with departmental policies/practices.
- Must be able to perform job duties independently without constant supervision.
- Refers more complex situations to other appropriate individuals.

**Physical Requirements:**

- Must be able to lift 50 pounds.
- Must be able to work with/around various chemicals and/or fumes.
- Must be capable to work in elevated locations without fear of heights.

**Supervisory Responsibility:**

None

Interested applicants can submit their resume, required job certification copies and on-line employment application by visiting [www.ripta.com/careers](http://www.ripta.com/careers); or to Human Resources, 705 Elmwood Avenue, Providence, RI 02907; or via email to [jobs@ripta.com](mailto:jobs@ripta.com) no later than **Tuesday, January 31, 2023**. **Telephone calls regarding application status will not be accepted.**

**RIPTA is an Equal Opportunity Employer:** It is the policy of the Rhode Island Public Transit Authority that no employee or applicant for employment will be discriminated against regardless of race, color, sex, age, national origin, religion, disability status, veteran status, sexual orientation.