

Student Job Board Summary:

The Cherry Creek Schools Transportation Department's mission is to transport our students safely and on-time so that they are ready to learn.

We accomplish this twice a day by transporting more than 25,000 students, across 108 square miles, within eight municipalities to and from 61 schools, in addition to other special facilities. Driving an average of 2.48 million miles in a school year, our 361 drivers and para-assistants are successful because they are supported at three different bus terminal locations, by teams of safety professionals, highly-trained mechanics, experienced dispatchers, support staff and all our parents in whom we value their trust.

Seeking 3 automotive apprentice technicians to work Part-time or Full time through June-August 2025, then part time during the school year.

This will begin as a summer internship with the opportunity to continue into the apprenticeship next school year.

The apprenticeship portion is a 3-year opportunity that will start in high school and continue after graduation.

Students can expect to work on all district vehicles which will range from auto to diesel work.

Value Proposition:

- \$21.74/hour estimated pay
- Have real-life paid work experience in the automotive field
- Learn diesel and automotive hands-on during the school day, paired with automotive course work at the home high school or at the CCIC
- Apprentice under some of the most tenured/educated/experienced automotive technicians in the business

General Requirements:

- Must be 16 years of age or older by May 2025, preferably with a valid driver's license
- Must complete a formal interview, if selected
- Must be interested in a career in automotive
- Must be taking or have completed Automotive Technology I in CCSD
- Must be able to meet the time commitment with some flexibility for summer vacations
- Must provide own transportation to work site
- Must be willing to take on responsibilities and learn the industry

Terminal Location options:

- There are two possible site placement locations for this apprenticeship. The East and Central terminal serve CCSD students. Student preference will be taken into consideration, but CCSD Transportation will ultimately decide placement. Student must have reliable transportation to and from terminal placement throughout the 3-year commitment.

Process:

1. First, submit an application for this position.
2. Then, you will hear from someone at CCSD to let you know if you will be moving on to the next phase (interview with the Transportation Department) or not. ***Please note that you may have to wait up to a month to hear back. Please be patient, you will hear back once the application has closed.
3. After interview, final candidates will be selected and supported through the official CCSD hiring process.
4. Employment will be probationary for three months (June-August of 2025). At the end of summer, if student is meeting expectations, they may be offered the long-term apprenticeship position beginning during their senior year. The apprenticeship will extend up to 2 years after graduation.

HR Job Description:**SUMMARY:**

Perform apprenticeship job duties to assist the vehicle maintenance department in beginning level inspection, maintenance and repairs on District equipment, vehicles and school buses.

DUTIES AND RESPONSIBILITIES:

The following tasks describe the basic functions of the job; not all tasks may be performed by each employee. Duties and assignments may vary based on academic year. The following frequencies and percentage of time spent are approximations only.

- Assists with performing repairs and maintenance on diesel and gasoline engines. [Daily, 15%]
- Assists with performing preventative maintenance. [Daily, 15%]
- Assists with vehicle inspections for maintenance and state requirements. [Weekly, 10%]
- Assists with diagnosing electrical and mechanical faults. [Monthly, 10%]
- Assists drivers with operations of vehicles. [Monthly, 10%]
- Assists with responding to roadside repairs and service calls. [Monthly, 5%]
- Performs data entry of work orders. [Monthly, 10%]
- Assists with fabricating or repairing with all types of welding equipment. [Monthly, 5%]
- Assists with performing computer data scans on vehicles. [Monthly, 5%]
- Assists with installing new and used equipment. [Monthly, 5%]
- Perform other related duties as assigned or requested. [Daily, 10%]

MINIMUM QUALIFICATIONS:

- Current Cherry Creek School District student.
- Basic math, computer, communication and problem solving skills.
- Ability to keep up-to-date technically and apply new knowledge to your job.
- Ability to promote and follow Board of Education policies, District policies and building and department procedures.
- Ability to communicate, interact and work effectively and cooperatively with people from diverse ethnic and educational backgrounds.

- Ability to recognize the importance of safety in the workplace, follow safety rules, practice safe work habits, utilize appropriate safety equipment and report unsafe conditions to the appropriate administrator.

REQUIRED EXPERIENCE, CERTIFICATES, LICENSES, AND REGISTRATIONS:

All certifications, licenses, and registrations must be valid and unexpired.

- N/A

PHYSICAL AND MENTAL DEMANDS/WORK ENVIRONMENT:

- Heavy physical effort (lifting up to 50 pounds).
- Frequent bending and reaching.
- Occasional lifting, pulling, and pushing.
- Prolonged standing and walking.
- Repetitive motions.
- Close, distance, color, and peripheral vision.
- Visual concentration, depth perception, and ability to adjust focus.
- Eye/hand coordination (e.g., typing, ten key).
- Concentrated reading/writing/mathematics.
- Varying noise levels.
- Environment with close proximity to people.
- Extreme hot and cold temperatures.