

Mechanic

- Manage the upkeep of University vehicles including buses and trucks.
- Repair and or service vehicles as needed; such as oil, brakes, tire changes and tune ups as required.
- Trouble shoots problems that occur through regular use.
- Prepare vehicles for annual state inspections.
- Additional duties as required by the supervisor.

Qualifications:

- Two or more years' experience working in auto mechanic shops trouble shooting for problem(s), and repair as needed.
- Advance working knowledge in the following:
 - Engine Repair
 - Automatic Transmission/Transaxle
 - Manual Drive
 - Suspension & Steering
 - Brakes
 - Electrical/Electronic Systems
 - Heating & Air Conditioning
 - Engine performance

Requirements:

- **ASE certification**
- **Valid Driver's License**
- **Clean driving record**

How to Apply

Please submit a cover letter, resume, and a completed Application for Educational Support Staff Employment either via email at HROFFICE@hamptonu.edu or fax to (757) 727-5969:

Office of Human Resources
Hampton University
Hampton, VA 23668

***No phone calls*

***Incomplete applications will not be considered*

Forms:

Visit [Human Resources – Hampton University Human Resources](#) to retrieve the educational support staff employment application and other supplemental application materials.