



**CIVIL SERVICE COMMISSION
CITY AND COUNTY OF SAN FRANCISCO**

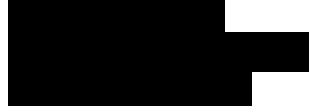
**LONDON N. BREED
MAYOR**

Sent via Electronic Mail

May 4, 2023

NOTICE OF CIVIL SERVICE COMMISSION MEETING

Junjie Li



**SUBJECT: APPEAL BY JUNJIE LI OF REJECTION OF APPLICATION FOR 7318
ELECTRONIC MAINTENANCE TECHNICIAN (CBT-7318-904470).**

Dear Junjie Li:

The above matter will be considered by the Civil Service Commission at a hybrid meeting (in-person and virtual) in Room 400, City Hall, 1 Dr. Goodlett Place, San Francisco, California 94102 and through Cisco WebEx to be held on **May 15, 2023, at 2:00 p.m.** You will receive a separate email invite from a Civil Service Commission staff member to join and participate in the meeting.

The agenda will be posted for your review on the Civil Service Commission's website at www.sf.gov/CivilService under "Meetings" no later than end of day on Wednesday, May 10, 2023. Please refer to the attached Notice for procedural and other information about Commission hearings. A copy of the department's staff report on your appeal is attached to this email.

In the event that you wish to submit any additional documents in support of your appeal, please submit one hardcopy 3-hole punch, double-sided and numbered at the bottom of each page to the CSC Office at 25 Van Ness Ave., Suite 720 and email a PDF version to the Civil Service Commission's email at civilservice@sfgov.org by **5:00 p.m. on Tuesday, May 9, 2023**, please be sure to redact your submission for any confidential or sensitive information that is not relevant to your appeal (e.g., home addresses, home or cellular phone numbers, social security numbers, dates of birth, etc.), as it will be considered a public document.

It is important that you or an authorized representative attend the hearing on your appeal. Should you or a representative not attend, the Commission will rule on the information previously submitted and any testimony provided at its meeting. All calendared items will be heard and resolved at this time unless good reasons are presented for a continuance. As a reminder, you are to be honest and forthright during all testimony and in all documentation that you provide to the Civil Service Commission.

You may contact me at (628) 652-1100 or at Sandra.Eng@sfgov.org if you have any questions.

CIVIL SERVICE COMMISSION

/s/

SANDRA ENG
Executive Officer

Attachment

Cc: Jeffrey Tumlin, Municipal Transportation Agency
Kimberly Ackerman, Municipal Transportation Agency
William Miles II, Municipal Transportation Agency
Shivani Nath, Municipal Transportation Agency
Commission File
Commissioners' Binder
Chron

NOTICE OF COMMISSION HEARING POLICIES AND PROCEDURES

A. Commission Office

The Civil Service Commission office is located at, 25 Van Ness Avenue, Suite 720, San Francisco, CA 94102. The telephone number is (628) 652-1100. The fax number is (628) 652-1109. The email address is civilservice@sfgov.org and the web address is www.sfgov.org/civilservice/. Office hours are from 8:00 a.m. to 5:00 p.m., Monday through Friday.

B. Policy Requiring Written Reports

It is the policy of the Civil Service Commission that except for appeals filed under Civil Service Commission Rule 111A Position-Based Testing, all items appearing on its agenda be supported by a written report prepared by Commission or departmental staff. All documents referred to in any Agenda Document are posted adjacent to the Agenda, or if more than one (1) page in length, available for public inspection and copying at the Civil Service Commission office. Reports from City and County personnel supporting agenda items are submitted in accordance with the procedures established by the Executive Officer. Reports not submitted according to procedures, in the format and quantity required, and by the deadline, will not be calendared.

C. Policy on Written Submissions by Appellants

All written material submitted by appellants to be considered by the Commission in support of an agenda item shall be submitted to the Commission office, no later than 5:00 p.m. on the fourth (4th) business day preceding the Commission meeting for which the item is calendared (ordinarily, on Tuesday). An original copy on 8 1/2-inch X 11 inch paper, three-hole punched on left margin, and page numbered in the bottom center margin, shall be provided. Written material submitted for the Commission's review becomes part of a public record and shall be open for public inspection.

D. Policy on Materials being Considered by the Commission

Copies of all staff reports and materials being considered by the Civil Service Commission are available for public view 72 hours prior to the Civil Service Commission meeting on the Civil Service Commission's website at <https://sf.gov/civilservice> and in its office located at 25 Van Ness Avenue, Suite 720, San Francisco, CA 94102. If any materials related to an item on this agenda have been distributed to the Civil Service Commission after distribution of the agenda packet, those materials will be available for public inspection at the Civil Service Commission's during normal office hours (8:00 a.m. to 5:00 p.m. Monday through Friday).

E. Policy and Procedure for Hearings to be Scheduled after 5:00 p.m. and Requests for Postponement

A request to hear an item after 5:00 p.m. should be directed to the Executive Officer as soon as possible following the receipt of notification of an upcoming hearing. Requests may be made by telephone at (628) 652-1100 and confirmed in writing or by fax at (628) 652-1109.

A request for a postponement (continuance) to delay an item to another meeting may be directed to the Commission Executive Officer by telephone or in writing. Before acting, the Executive Officer may refer certain requests to another City official for recommendation. Telephone requests must be confirmed in writing prior to the meeting. Immediately following the "Announcement of Changes" portion of the agenda at the beginning of the meeting, the Commission will consider a request for a postponement that has been previously denied. Appeals filed under Civil Service Commission Rule 111A Position-Based Testing shall be considered on the date it is calendared for hearing except under extraordinary circumstances and upon mutual agreement between the appellant and the Department of Human Resources.

F. Policy and Procedure on Hearing Items Out of Order

Requests to hear items out of order are to be directed to the Commission President at the beginning of the agenda. The President will rule on each request. Such requests may be granted with mutual agreement among the affected parties.

G. Procedure for Commission Hearings

All Commission hearings on disputed matters shall conform to the following procedures: The Commission reserves the right to question each party during its presentation and, in its discretion, to modify any time allocations and requirements.

If a matter is severed from the *Consent Agenda* or the *Ratification Agenda*, presentation by the opponent will be for a maximum time limit of five (5) minutes and response by the departmental representative for a maximum time limit of five (5) minutes. Requests by the public to sever items from the [*Consent Agenda* or] *Ratification Agenda* must be provided with justification for the record.

For items on the *Regular Agenda*, presentation by the departmental representative for a maximum time of five (5) minutes and response by the opponent for a maximum time limit of five (5) minutes.

For items on the *Separations Agenda*, presentation by the department followed by the employee or employee's representative shall be for a maximum time limit of ten (10) minutes for each party unless extended by the Commission.

Each presentation shall conform to the following:

1. Opening summary of case (brief overview);
2. Discussion of evidence;
3. Corroborating witnesses, if necessary; and
4. Closing remarks.

The Commission may allocate five (5) minutes for each side to rebut evidence presented by the other side.

H. Policy on Audio Recording of Commission Meetings

As provided in the San Francisco Sunshine Ordinance, all Commission meetings are audio recorded in digital form. These audio recordings of open sessions are available starting on the day after the Commission meeting on the Civil Service Commission website at www.sfgov.org/civilservice/.

I. Speaking before the Civil Service Commission

Speaker cards are not required. The Commission will take public comment on all items appearing on the agenda at the time the item is heard. The Commission will take public comment on matters not on the Agenda, but within the jurisdiction of the Commission during the "Requests to Speak" portion of the regular meeting. Maximum time will be three (3) minutes. A subsequent comment after the three (3) minute period is limited to one (1) minute. The timer shall be in operation during public comment. Upon any specific request by a Commissioner, time may be extended.

J. Public Comment and Due Process

During general public comment, members of the public sometimes wish to address the Civil Service Commission regarding matters that may come before the Commission in its capacity as an adjudicative body. The Commission does not restrict this use of general public comment. To protect the due process rights of parties to its adjudicative proceedings, however, the Commission will not consider, in connection with any adjudicative proceeding, statements made during general public comment. If members of the public have information that they believe to be relevant to a matter that will come before the Commission in its adjudicative capacity, they may wish to address the Commission during the public comment portion of that adjudicative proceeding. The Commission will not consider public comment in connection with an adjudicative proceeding without providing the parties an opportunity to respond.

K. Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Information on Disability Access

The Civil Service Commission normally meets in Room 400 (Fourth Floor) City Hall, 1 Dr. Carlton B. Goodlett Place. However, meetings not held in this room are conducted in the Civic Center area. City Hall is wheelchair accessible. The closest accessible BART station is the Civic Center, located 2 ½ blocks from City Hall. Accessible MUNI lines serving City Hall are 47 Van Ness Avenue, 9 San Bruno and 71 Haight/Noriega, as well as the METRO stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call (415) 923-6142. Accessible curbside parking has been designated at points in the vicinity of City Hall adjacent to Grove Street and Van Ness Avenue.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week. For American Sign Language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact the Commission office to make arrangements for the accommodation. Late requests will be honored, if possible.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our ADA coordinator at (628) 652-1100 or email civilservice@sfgov.org to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Know your Rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Victor Young, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102-4689 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: soff@sfgov.org, or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code Section 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Ave., Suite 220, San Francisco, CA 94102, telephone (415) 252-3100, fax (415) 252-3112 and web site <https://sfethics.org/>.



CIVIL SERVICE COMMISSION CITY AND COUNTY OF SAN FRANCISCO

CIVIL SERVICE COMMISSION REPORT TRANSMITTAL (FORM 22MTA) Applicable to Municipal Transportation Agency Service-Critical Classes

Refer to Civil Service Commission Procedure for Staff - Submission of Written Reports MTA for Instructions on completing and processing this Form

1. Civil Service Commission Register Number: 0015 - 23 - 4
2. For Civil Service Commission Meeting of: May 15, 2023
3. Check One: Ratification Agenda
 Consent Agenda
 Regular Agenda X
4. Subject: **Appeal of Rejection of Application by Junjie Li for 7318 Electronic Maintenance Technician (CBT-7318-904470)**
5. Recommendation: Adopt the report and deny the appeal by Junjie Li.
6. Report prepared by: Shivani Nath Telephone number: (415) 646-2120
7. Notifications: **(Attach a list of the person(s) to be notified in the format described in IV. Commission Report Format -A**
8. Reviewed and approved for Civil Service Commission Agenda:

Municipal Transportation Agency Director *Kimberly Beckerman*

Date: May 4, 2023
9. Submit the original time-stamped copy of this form and person(s) to be notified (see Item 7 above) along with the required copies of the report to:

**Executive Officer
Civil Service Commission
25 Van Ness Avenue, Suite 720
San Francisco, CA 94102**

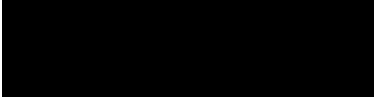
10. Receipt-stamp this form in the ACSC RECEIPT STAMP box to the right using the time-stamp in the CSC Office.

<u>CSC RECEIPT STAMP</u>

Attachment

NOTIFICATIONS

Junjie Li



Jeffrey Tumlin – Director of Transportation

1 South Van Ness Avenue, 8th Floor

San Francisco, CA 94103

Email: Jeffrey.Tumlin@sfmta.com

Kimberly Ackerman – Chief People Officer, SFMTA Human Resources

1 South Van Ness Avenue, 6th Floor

San Francisco, CA 94103

Email: Kimberly.Ackerman@sfmta.com

Shivani Nath, Examinations and Classification Manager, SFMTA

1 South Van Ness Avenue, 6th Floor

San Francisco, CA 94103

Email: Shivani.Nath@sfmta.com

William Miles II –Talent Acquisition Senior Manager, SFMTA

1 South Van Ness Avenue, 6th Floor

San Francisco, CA 94103

Email: William.MilesII@sfmta.com



London Breed, Mayor

Amanda Eaken, Chair
Gwyneth Borden, Vice Chair
Stephanie Cajina, Director

Steve Heminger, Director
Fiona Hinze, Director
Manny Yekutieli, Director

Jeffrey Tumlin, Director of Transportation

MEMORANDUM

DATE: May 4, 2023

TO: Honorable Civil Service Commission

THROUGH: Kimberly Ackerman *kd*
Chief People Officer, SFMTA Human Resources

THROUGH: William (Bill) Miles II *WEM*
Talent Acquisition Senior Manager, SFMTA Human Resources

FROM: Shivani Nath *SN*
Examinations and Classification Manager, SFMTA Human Resources

SUBJECT: **Appeal of Rejection of Application by Junjie Li for 7318 Electronic Maintenance Technician (CBT-7318-904470)**

BACKGROUND

The job advertisement (job ad) for the class Electronic Maintenance Technician (7318) examination was originally opened by the Municipal Transportation Agency, Human Resources Division, Exams and Classification (E&C) unit on October 19, 2021, and it was originally closed on December 15, 2021, under recruitment ID CBT-7318-904470. The job ad was reopened under the same recruitment ID to broaden the applicant pool on March 25, 2022, and closed on April 8, 2022. Applicants who had applied during the original opening did not need to reapply.

To qualify for the 7318 examination, applicants needed to possess the following minimum qualifications (MQs) by April 8, 2022 (closing date of the most recent job ad).

Training

Completion of a two (2) year or equivalent program in electronics from a recognized academic, trade or technical institution; or completion of an equivalent 2-year military training program in electronics.

Experience

Three (3) years of verifiable journey-level industrial electronic experience or industrial instrumentation and control experience, performing installation,



calibration, maintenance, troubleshooting, repair and modification of electronic control systems and related electrical components and electronic sub-systems to the level of the electronic component (such as, integrated circuits, transistors, diodes, capacitor, resistor, etc.).

License

Possession of a valid California driver's license

E&C reviewed Mr. Li's (Li) application and credited Li for possessing the required license under the minimum qualifications. However, after a course of communications, and re-review of additional information, Li was rejected for lacking the required training, and three (3) years of experience under the minimum qualifications.

Li submitted a timely appeal and contests that his experience should qualify him for the 7318 examination.

ISSUE

Does Li meet the minimum qualifications to participate in the examination for recruitment CBT-7318-904470?

AUTHORITY/STANDARDS

Sec. 410.2 Examination Announcements

The examination announcement shall be the official notice of an examination and shall provide the qualifications, dates, and other particulars regarding the selection procedure. Applicants must be guided solely by the terms of the examination announcement.

Sec. 410.4 Appeals of Examination Announcements

Appeals concerning the provisions of an examination announcement must be received by the MTA Director of Transportation/Designee within five (5) business days from the issuance date. The MTA Director of Transportation/Designee shall rule on all appeals and shall notify appellants in writing of the decision. This decision is subject to appeal to the Commission as provided elsewhere in these Rules.

Sec. 410.9 Qualifications of Applicants



Every applicant for an examination must possess and maintain the qualifications required by law and by the examination announcement for the examination. Experience gained in violation of Commission Rules shall not be recognized. City and County employees in Service Critical classes at the Municipal Transportation Agency shall receive credit only for the duties of the class to which appointed or assigned unless sufficient and credible documentation is provided to verify performance of other duties. Employees in Service-Critical classes at the Municipal Transportation Agency may receive credit for duties not usually performed by incumbents in a Service-Critical class if their employee file contains contemporaneous documentation that the duties were assigned and performed. By way of example but not limitation, records that describe and verify the out-of-class assignment that may be accepted as documentation include a valid performance appraisal completed during the normal evaluation period, payroll records filed at the time of the assignment and Notice of Assignment. Credit for duties in Service-Critical classes at the Municipal Transportation Agency not usually performed by incumbents in a Service-Critical class based on non-contemporaneous documentation shall require the certification of the Municipal Transportation Agency Deputy Director, Labor Relations and Human Resources, and the approval of the Director of Transportation.

Sec 405.12.1 Examination Matters

An action by the MTA Director of Transportation/Designee, on examination matters, may be appealed to the Commission provided such appeal is received by the Executive Officer by close of business on the fifth (5th) working day (excluding Saturdays, Sundays, and holidays) following the postmarked mailing date of notification to the appellant. The appeal period shall be extended an additional five (5) working days (excluding Saturdays, Sundays, and holidays) where the notification to the appellant is sent exclusively by certified mail – return receipt requested. The Commission's action on the appeal shall be final and no reconsideration request shall be allowed.

FINDINGS

1. Li was appointed to Automotive Mechanic, class code 7381 on 4/20/19, where he remains today. **[Attachment 1]**
2. The job ad for CBT-7318-904470 was originally posted on October 19, 2021, and closed on December 15, 2021. **[Attachment 2]**
3. Li submitted a timely application to compete in the recruitment process on October 27, 2021, with his resume. **[Attachment 3]**
4. The examination announcement for CBT-7318-904470 was re-opened on March 25, 2022,



and closed on April 8, 2022. **[Attachment 4]**

5. No appeals were received related to both examination announcements.
6. Li received his first not-qualified notice on January 31, 2022. **[Attachment 5]**
7. On February 1, 2022, Li submitted the following information during the reconsideration period. **[Attachment 6]:**
 - A document in non-English characters with a photo
 - What appears to be a red envelope with non-English characters
 - California Driver License, class B (front).
8. On February 7, 2022, Li submitted the following additional information during the reconsideration period. **[Attachment 7]:**
 - A document in non-English characters with a photo
 - What appears to be a red envelope with non-English characters
 - California Driver License, class B (front)
 - Honda Technical Training, Certificate of Excellence (Aug 2014) in Air Conditioning, Battery Electric Vehicle, Brake System, Electrical Advanced, Electrical Fundamentals, Express Tech, Fuel and Emissions Adv, Fuel and Emissions Basic, General, Hybrid Batteries, Pre-Delivery Inspection, Restraints, and Steering and Suspension
9. Li submitted the following additional information after the reconsideration period **[Attachment 8]:**
 - Letter written by Aaron Shields (Shields), Transit Shop Superintendent, dated 2/17/22
10. The E&C unit sent an email requesting information from the SFMTA Labor Unit for records of acting assignments for Li to the 7318 class. No evidence of acting assignments was found. **[Attachment 9]**
11. The E&C unit sent an email requesting Li's personnel file to review performance evaluations, and/or other documentation to support out-of-class work. No information was found. **[Attachment 10]**
12. The E&C unit sent an email to Emily Williams, Chief Transit Administration Officer for confirmation and verification of the letter submitted by Shields, on behalf of Li that was non-contemporaneous in nature. **[Attachment 11]**
13. The E&C unit received a response from the Transit Division on 12/18/22, with an attached



letter. In the letter, the division stated that Louis Guzzo, Chief Mechanical Officer, concurred with the letter from Shields that Li was performing journey-level qualifying electronics work down to the component level since 2019. This decision was made based on a number of tasks highlighted in work order documents. **[Attachment 12A]**

Upon receipt, the Talent Acquisition Senior Manager, William Miles II, reviewed the documentation and noted that the items highlighted were similar to a previous review the division performed on October 10, 2022 for another candidate, wherein the work was determined to be electrical mechanical repairs, not electronics repair and not repair work at the electronics component level. This was expressed back to the division, and the division responded that they had no additional documentation to provide showing qualifying work to have been assigned and performed. **[Attachment 12B]**

14. Based on Transit's inability to confirm and verify the information as outlined on the letter by Shields and the lack of contemporaneous documentation by way of acting assignments or documentation in Li's performance evaluations, the E&C unit recommended to Kimberly Ackerman, Chief People Officer to not certify the non-contemporaneous work that was submitted as a part of Li's application. Ackerman reviewed the letter and information provided and declined to certify the non-contemporaneous information. **[Attachment 13]**
15. Li received his second not-qualified notice on January 12, 2023. **[Attachment 14]**
16. Li filed a timely appeal on the rejection of his application on January 18, 2023, with no additional attachments. **[Attachment 15]**

ANALYSIS

Li contests that his experience should qualify him for the 7318 examination. Li was appointed to Automotive Mechanic, class code 7381 on 4/20/19, where he remains today.

The hierarchy of classifications in the automotive series starts with 7381 Automotive Mechanic and progresses in responsibility to the 7382 Automotive Mechanic Assistant Supervisor, 7249 Automotive Mechanic Supervisor I and finally the 7228 Automotive Transit Shop Supervisor I. These classifications are represented by Machinists Union, Local 1414. This is a citywide classification series and per the classification specifications, these classes are responsible for mechanical work in the maintenance, repair and overhaul of automotive diesel, hybrid, and alternative fuel equipment. **[Attachment 16]**

The electronic maintenance technician series (subject series of this appeal) starts with 7430 Assistant Electronic Maintenance Technician and progresses in responsibility to the 7318 Electronic



Maintenance Technician, and finally the 7329 Electronic Maintenance Technician Assistant Supervisor. These classifications are represented by IBEW Local 6.

The 7318 Electronic Maintenance Technician is a skilled journey-level classification, and is responsible for evaluating electronic systems, circuits, and components; working from schematics, drawings, blueprints to perform corrective and preventive, non-routine repair, modification, troubleshooting, calibration, removal and installation of complex electronic systems, equipment, and transit vehicles. The assignments may involve responsibility for the circuits, components, and related equipment used in connection with the operation of electronically controlled light rail and trolley vehicles. **[Attachment 17]**

The Electronic Maintenance Technician series is separate from the Mechanic series and responsible for different work. While the mechanics might repair the vehicle by removing and replacing defective parts, they are not responsible for inspecting, fixing and maintaining the electrical circuits and complex electronic systems. This is the work of the Electronic Maintenance Technician series and hence why the minimum qualifications require the experience be at the level of the electronic component. Additionally, electrical work and electronic work are not synonymous. While both do involve working with electricity, electronics work involves working on systems that control movement or otherwise tell a device actions to perform.

Below is a listing of all work experience and education that Li submitted as a part of his application including additional information that was submitted during the interactive process between Li and the E&C unit.

1. Application Review

a. Work Experience & Education Listed on Application

- i. Hybrid-Diesel Mechanic, 7380, San Francisco Municipal Transportation Agency (April 2019 - job ad close April 2022)
“performing Road-Call Service, Troubleshoot and problem solving all coach issues.” (application)

The experience stated on his application was not considered qualifying as the Auto Mechanic performs “skilled mechanical work in maintenance, repair and overhaul of automotive diesel, hybrid, and alternative fuel equipment”. The scope of work for the auto-mechanic series includes installing circuits, the ability to read electrical schematics, and troubleshooting malfunction in alternate fuel vehicles including hybrid vehicles, it is distinct from the required minimum qualifications of the Electronic Maintenance Technician which requires, “performing installation, instrumentation calibration, maintenance, troubleshooting, repair and modification of electronic systems and related electrical components and electronic sub-systems to the electronic component level.”



Li was not credited any time toward the experience requirement of the minimum qualifications.

- ii. Service Tech, Auto Nation Honda (Aug 1999 – Mar 2019)
“Complied with state vehicle requirement, Followed checklists and fixed all diver’s [sic] complaints” (application)

The experience stated on the application was not considered as it lacked specific duties that Mr. Li performed.

Li was not credited any time toward the experience requirement of the minimum qualifications.

- iii. Service Tech, Auto Nation Honda (Aug 1999 – Mar 2019)
“Complied with state vehicle requirement, Followed checklists and fixed all diver’s [sic] complaints” (application)

The experience stated on the application was not considered as it lacked specific duties that Mr. Li performed.

Li was not credited any time toward the experience requirement of the minimum qualifications.

- iv. Quality Assurance, The Second Electronic Company of Xiangtan (Sept 1987 – May 1991) *“Prepared monthly Q A meeting, Testing product samples, Solved products quality issues.”* (application)

The experience stated on the application was not considered as it lacked specific duties that Mr. Li performed.

Li was not credited any time toward the experience requirement of the minimum qualifications.

- v. Associate of Science, Xiangtan University (Aug 1985 – Jun 1987), Electronic Engineering.

On face value this is considered qualifying education, but without transcripts or other verification documents this could not be verified.

Li was not credited for the required training and license under the minimum qualifications.

- vi. Skyline College, (Jan 1996 – December 1997), Certificate in Automotive Technology.



Li completed a certificate of completion in automotive technology. Certificate programs are not equivalent to graduation from a trade or technical. In addition, the field of study was not in electronics or in an equivalent field of study.

Li was not credited for the required training under the minimum qualifications. Additionally, no license information was provided on the application and thus credit could not be given for possession of this requirement.

2. Attachments

a. Attachments Submitted with Application

- i. Resume

No additional credit was given for the work experience listed on Li's resume.

b. New Verification Attachments Received After First Not Qualified Notice

- i. A document in non-English characters with a photo
- ii. What appears to be a red envelope with non-English characters

The documents could not be fully reviewed. These documents appears to be Li's diploma. It is possible this could meet the training requirements based on Li's resume, but SFMTA would need a review by a credential evaluation service or certified translation to ensure possession of that requirement.

No credit was given to Li based on these documents.

- iii. California Driver License, class B (front).

This was considered qualifying under the license requirement and Li was credited for possession of the California Driver's License under the minimum qualifications.

c. New Additional Verification Attachments Received After First Not Qualified Notice

- i. Honda Technical Training, Certificate of Excellence (Aug 2014).

Mr. Li completed a certificate of completion in technical training at Honda. Honda is not a teaching school and furthermore certificate programs are not equivalent to graduation from a trade or technical school. In addition, the field of study was not in electronics or in an equivalent field of study.



Mr. Li was not credited for the required training and license under the minimum qualifications.

d. New Verification Attachments Received After the Reconsideration Period

i. Letter written by Shields dated 2/17/22

The information provided in the letter is considered non-contemporaneous as it was documented after the work was performed, and the duties that are not within the scope of an Automotive Mechanic. Also, because the information would have been considered qualifying, further steps had to be taken to verify the authenticity of the letter. According to CSC Rule 410.9, “credit for duties in Service-Critical classes at the Municipal Transportation Agency not usually performed by incumbents in a Service-Critical class based on non-contemporaneous documentation shall require the certification of the Municipal Transportation Agency Deputy Director, Labor Relations and Human Resources, and the approval of the Director of Transportation.” Although all verification should have been submitted during the reconsideration period, the E&C unit reviewed these additional documents to determine if the experience would be qualifying.

The E&C unit reached out to the appointing division’s administration on August 2022, requesting validation of duties as outlined in the letter supported by work samples i.e., work orders, logs, emails, etc. The Transit Division responded with concurrence from the Chief Mechanic Officer stating that Li performed the non-contemporaneous work as outlined in the letter from Shields and attached work orders to support their decision. Upon further review of the work orders by the Talent Acquisition Senior Manager, it was determined that most duties listed were similar to a prior review with the division in which it they were determined to be electrical mechanical repairs, not electronics repair and not repair work at the electronics component level. This was expressed back to the division, and the division responded that they had no additional documentation to provide showing qualifying work to have been assigned and performed.

Since the Transit Division was unable to provide any additional information to support their decision, the non-contemporaneous information was not certified by Kim Ackerman Chief People Officer (current working title for SFMTA’s Human Resources Director).

No credit was given to Li based on lack of supporting information the Transit Division was able to provide to validate Shields’ non-contemporaneous letter.



CONCLUSION

The minimum qualifications for the 7318 examination require three (3) years of verifiable journey-level industrial electronic experience or industrial instrumentation and control experience, performing installation, calibration, maintenance, troubleshooting, repair and modification of electronic control systems and related electrical components and electronic sub-systems to the level of the electronic component (such as, integrated circuits, transistors, diodes, capacitor, resistor, etc.).

Based on the information that was received and reviewed by the final filing date of the job ad, the E&C unit found that Li has the required license for the 7318 minimum qualifications, and possibly could have the required education if a translation of his degree were provided, but lacks the three (3) years of required qualifying experience.

RECOMMENDATION

Adopt the report and deny the appeal by Junjie Li.



INDEX

Attachment	Description	Page
1	CCSF Job Appointment Summary	J.LI-001
2	2021 Job Advertisement Reference Material in lieu of Job Advertisement showing open on October 19, 2021, and close on December 15, 2021 for Electronic Maintenance Technician, 7318 (CBT-7318-904470)	J.LI-002
3	Li application + attachment	J.LI-003
4	2022 Job Advertisement for Electronic Maintenance Technician, 7318 (CBT-7318-904470)	J.LI-006
5	First Not-Qualified (NQ) Notice, dated January 21, 2022	J.LI-011
6	Initial set of documents submitted by Li to MTA	J.LI-013
7	Second set of additional documents submitted by Li to MTA	J.LI-017
8	Third set of additional documents submitted by Li to MTA	J.LI-023
9	Email exchange between the E&C unit and MTA Labor Relations Unit to verify if Acting Assignment records Existed	J.LI-025
10	Email exchange between the E&C unit and Valarie Coleman, Manager Requesting Personnel File	J.LI-029
11	Email exchange between the E&C unit and MTA Transit Division to verify Non-Contemporaneous Documentation	J.LI-031
12A & 12B	Correspondence with the Transit Division regarding Non-Contemporaneous	J.LI-033
13	Non-Contemporaneous Denial	J.LI-055
14	Second Not-Qualified Notice sent January 12, 2023	J.LI-059
15	Notice of Appeal w no attachments	J.LI-062
16	7381 Automotive Mechanic Classification Specification Document	J.LI-067
17	7318 Electronic Maintenance Technician Classification Specification Document	J.LI-073

CCSF Job Appointment Summary

Junjie Li

Emp

ID [REDACTED]

Emp Record 0

Job Appointment Summary

Eff Date	Appt Date	Action	Description	Payroll Status	Job Code	Union Code	Empl Class	Empl Class	Exempt Cat	FullPart Time	Elig List #	Rank	POS #	Dept Sen Date	Dept	Location	Cert Date	Chwd Sarty Date	Company Senjority Date	Vacation Anniversary Date	Sick Anniversary Date
04/20/2019	04/20/2019	HIR	New Hire	Active	7381	130	PCS	NA	NA	F	902390	13.00	01063374	11/26/2018	MTA	MTA001	11/26/2018	11/26/2018	04/20/2019	04/20/2019	04/20/2019

Save | Return to Search | Previous in List | Next in List | Notify

Personalize | Find | View All | [Icons]

First 1 of 1 Last

ATTACHMENT 1

ATTACHMENT 2

Reference Material for 2021 Job Ad

Diana Sambat published the job **Electronic Maintenance Technician - City and County of San Francisco - Multiple Departments Citywide - (7318)** in Various Locations, San Francisco, CA, United States as **Public to Your Website and Job Aggregators**

Oct 19, 2021

You unpublished the job **Electronic Maintenance Technician - City and County of San Francisco - Multiple Departments Citywide - (7318)** in Various Locations, San Francisco, CA, United States from **Your Website and Job Aggregators**

Dec 15, 2021

Junjie Li 
 Hybrid-Diesel Mechanic at SFMTA

Electronic Maintenance Technician - City and County of San Francisco - Multiple Departments Citywide - (7318) ☆☆☆☆☆
 San Francisco, CA • REF830
 From Default Career Page on Oct 27, 2021

Rejected
 Did Not Meet: Minimum Qualifications

ASSIGN TO ANOTHER JOB

ADD TO COMMUNITY

Experience

- Apr 2019 - Current
4 years, a month
Hybrid-Diesel Mechanic
SFMTA
* Performing Road-Call Service* Troubleshooting and problem solving all coach issues
- Aug 1999 - Mar 2019
19 years, 8 months
Service Tech
AutoNation Honda
* Compled with state vehicle requirement* Followed checklists and fixed all diver's complaint
- Jul 1993 - Aug 1995
2 years, 2 months
Quality Assurance
Maxpee Incorporation
* Testing and performing final products inspection* Troubleshooting defects
- Sep 1987 - May 1991
3 years, 9 months
Quality Assurance
The Second Electronic company of Xiangtan
* Prepared monthly QA meeting* Testing product samples* Solved products quality issues

Education

- Jan 1996 - Dec 1997
2 years
Automotive Technology
Skyline college
- Aug 1985 - Jun 1987
a year, 11 months
Bachelor - Associate of Science: Electronic Engineering
Xiangtan University, Hunan, China

ATTACHMENT 3

Attachments

- For 7318 verification letter.pdf
- image0.jpeg
- image1.jpeg
- image0.jpeg
- image1.png
- image2.png
- image0.jpeg
- image1.png
- image2.png
- image0.jpeg
- image1.png
- image2.png
- Resume

Shared across all applications

 Latest Resume 

Assessments

BROWSE

PREFERRED MARKETPLACE

No assessment orders for this candidate yet

Linked to

VIEW ALL 

 Jobs

7381 Automotive Mechanic

Rejected | Data Migration - Hired

Application fields

Tags

Add tag

Junje Li



Summary

Hard working service tech with 7 years proficient in problem solving complex issues while consistently delivering quality service in electronic field and 22 years in auto / hybrid-diesel bus field

Experience

September 1987 - May 1991

The Second Electronic company of Xiangtan, Hunan, China - Quality Assurance

- Prepared monthly Q A meeting
- Testing product samples
- Solved products quality issues

July 1993 - August 1995

Maxpee Incorporation- Foster City, CA - Quality Assurance

- Testing and performing final products inspection
- Troubleshooting defects

August 1999 - March 2019

AutoNation Honda - Fremont, CA - Service Tech

- Complied with state vehicle requirement
- Followed checklists and fixed all driver s complaint

April 2019 - present

SFMTA - San Francisco, CA - Hybrid-Diesel Mechanic

- Performing Road-Call Service
- Troubleshooting and problem solving all coach issues

Education

August 1985 - June 1987

Xiangtan University, Hunan, China

Associate of Science: Electronic Engineering

January 1996 - December 1997

Skyline college, San Bruno, CA

Certificate: Automotive Technology



ATTACHMENT 4

SF | Careers

Electronic Maintenance Technician - City and County of San Francisco - Multiple Departments Citywide - (7318)

Various Locations, San Francisco, CA, United States

Full-time

Certification Rule: Rule of 3

Exam Type: Class Based Test

Work Hours: Regular

Job Code and Title: 7318-Electronic Maintenance Technician

Fill Type: Permanent Civil Service

Eligible List Type: Combined Promotive and Entrance

Company Description

The City and County of San Francisco has Electronic Maintenance Technician vacancies at the San Francisco [International Airport](#), [Municipal Transportation Agency](#), and [Public Utilities Commission](#).

San Francisco is a vibrant and dynamic city, on the forefront of economic growth & innovation, urban development, arts & entertainment, as well as social issues & change. This rich tapestry of culture and ideas is sustained by our City's commitment to heighten the quality of life for San Franciscans and residents of the greater Bay Area. Our employees play an important role not only in making our City what it is today, but also in shaping the future of San Francisco.

.....THE JOB AD HAS BEEN REOPENED TO BROADEN THE APPLICANT POOL. APPLICANTS WHO HAVE ALREADY SUBMITTED THEIR APPLICATION DO NOT NEED TO REAPPLY.....

Deadline to Apply: April 8, 2022

Job Description

Annual Salary: \$122,642 - \$135,226

Under general supervision, the Electronic Maintenance Technician performs a wide variety of highly skilled technical work in the trouble-shooting, maintenance, testing, repair, calibration, fabrication, installation and modification of a wide variety of electronic equipment and related control system components.

Essential Functions:

1. Performs corrective and preventive maintenance, non-routine repair, modification, and troubleshooting

-
1. Performs corrective and preventive maintenance, non-routine repair, modification, and troubleshooting, calibration, removal and installation of complex electronic systems, equipment and transit vehicles.
 2. Tests and calibrates electronic equipment using established test procedures; operates Diagnostic Test Equipment, signal generators, oscilloscopes, transmission measuring test sets, meters, and other devices required to maintain electronic systems and equipment; utilizes various schematics, blueprints, wire lists, equipment manuals, and other resources.
 3. Inspects newly installed equipment including circuits and systems to evaluate performance under operating conditions; may assist in the design fabrication, testing, and evaluation of prototypes.
 4. Maintains records of work performed; develops documentation for the maintenance installation, removal and modification of electronic systems and equipment.
 5. Instructs other personnel in system maintenance procedures and operations; may advise and assist management personnel and others on operating problems involving electronic transit equipment.
 6. Operates special hand and power tools, such as soldering equipment, drill press grinder, crimper, saws, wire-rap tools, and other related equipment.
 7. Inspects, maintains and repairs network communication systems, supervisory control, remote signal and remote control equipment, instrumentation and control systems, and flow, pressure and level sensor calibrations.
 8. Inspects, maintains and repairs radio, fire alarm and security systems, video equipment, digital electronic equipment, telemetering, communication, protective relays, meters and other electronic and auxiliary apparatus.
 9. Inspects, maintains and repair various miscellaneous electrical equipment in powerhouse, switch yard and sub-station; may act as an emergency operator at an unattended powerhouse station.
 10. Operates a motor vehicle to respond to service requests at various locations.
 11. The above is not intended to be an all-inclusive list and employees may perform other related duties as required.

Nature of Work: Work involves some physical effort and dexterity in the use of fingers, limbs and body; exposure to some physical working conditions where minor injuries may occur. Normal color vision and a high degree of mechanical dexterity are mandatory. Incumbents are required to work with potentially hazardous equipment and materials, high voltage, chemicals, heavy equipment requiring lifting, and in confined spaces or dark and damp locations and on ladders for long periods of time. The nature of the work may require driving a vehicle to various work locations in inclement weather conditions such as in rain, sleet, snow on icy muddy roads.

Qualifications

Training: Completion of a two (2) year or equivalent program in electronics from a recognized academic, trade or technical institution; or completion of an equivalent 2-year military training program in electronics.

Experience: Three (3) years of verifiable journey-level industrial electronic experience or industrial instrumentation and control experience, performing installation, calibration, maintenance, troubleshooting, repair and modification of electronic control systems and related electrical components and electronic sub-systems to the level of the electronic component (such as, integrated circuits, transistors, diodes, capacitor, resistor, etc.).

License: Possession of a valid California driver's license

Applicants must meet the minimum qualification requirement by the final filing date unless otherwise noted.

Note on Departmental Requirements Depending on hiring department, some positions require:

- Possession of Class B Commercial Driver's License. Employees appointed to these Departments may be required to obtain the Class B Driver's License within six (6) months from the appointment date.
- Two (2) years of experience working on and around utility power transmission and/or distribution systems up to 115 thousand volts.
- Maintenance and repair of Transit Vehicles and/or Transit Vehicle Electronic Equipment, Signals and Motive Power Electronics.
- Availability to work shifts, weekends, and holidays.
- Availability after hours by phone or pager by the employing department so that he/she can be notified during a departmental emergency to immediately report to work, in accordance with the relevant Union Memorandum of Understanding.
- Experience working with SIMPLEX fire alarm system and the Monitor Dynamics Inc. (MDI) access control system.

Additional Information

Verification: Applicants may be required to submit verification of qualifying education and experience at any point during the recruitment and selection process. More information can be found at: <https://sfdhr.org/information-about-hiring-process#verification>. Falsifying one's education, training, or work experience or attempted deception on the application may result in disqualification for this and future job opportunities with the City and County of San Francisco.

Exam Process: Written Multiple-Choice Examination (Weight - 100%): Job-related areas to be tested may include but not be limited to: knowledge of electronics and electrical principles and theory, including digital and analog circuits, ability to evaluate electronic systems, circuits and components; troubleshoot signal, data and radio communications, power and signal equipment, ability to work from schematics, drawings and blueprints to perform maintenance as required and skill to apply safety procedures in the course of work. *This is a standardized examination and, therefore, test questions and test answers are not available for public inspection or review.*

Minimum Qualification Supplemental Questionnaire (Weight - Qualifying): Candidates will be prompted to complete a Supplemental Questionnaire prior to being placed on the eligible list. Failure to complete the questionnaire may result in disqualification from the selection process.

Exam Analyst Information: If you have any questions regarding the Exam Process, please contact the exam analyst, Larry.Dominguez@sfmta.com. *Please note: all your information will be kept confidential according to EEO guidelines. LD | CBT-7318-904470 | CPE*

Additional Information Regarding Employment with the City and County of San Francisco:

- [Information About The Hiring Process](#)
- [Conviction History](#)
- [Employee Benefits Overview](#)
- [Equal Employment Opportunity](#)
- [Disaster Service Worker](#)
- [ADA Accommodation](#)
- [Veterans Preference](#)
- [Right to Work](#)
- [Copies of Application Documents](#)

- [Copies of Application Documents](#)
- [Diversity Statement](#)
- [Seniority Credit in Promotional Exams](#)

Terms of Announcement: Applicants must be guided solely by the provisions of this announcement, including requirements, time periods and other particulars, except when superseded by federal, state or local laws, rules or regulations. [Note: The correction of clerical errors in an announcement may be posted on the Department of Human Resources website at [Careers at City and County of San Francisco \(smartrecruiters.com\)](#)] The terms of this announcement may be appealed under Civil Service Rule 110.4. Such appeals must be submitted in writing to the Department of Human Resources, 1 S Van Ness Avenue, 4th Floor, San Francisco, CA 94103-5413 by close of business on the 5th business day following the issuance date of this examination announcement. Information concerning other Civil Service Commission Rules involving announcements, applications and examination policies, including applicant appeal rights, can be found on the Civil Service Commission website at <http://sfgov.org/civilservice/rules>

SFMTA-Specific Conditions of Employment: Candidates who are being considered for appointment may be required to pass a medical examination. Candidates who cannot meet the medical requirement will be placed under waiver until this requirement is met. The medical examination will be administered only to those applicants who are being considered for appointment.

The San Francisco Municipal Transportation Agency (SFMTA) has determined that Class 7318 Electronic Maintenance Technician is a “safety-sensitive” position, under regulations issued by the Federal Transit Administration (49 CFR Part 655). Federal law requires that all transit employees who perform safety-sensitive functions be subject to random, post-accident, reasonable suspicion, return-to-duty and follow-up drug and alcohol testing. All applicants for Safety-Sensitive positions shall undergo urine drug testing prior to employment and within 90 days prior to performing Safety-Sensitive functions for the first time. Receipt by the SFMTA of a negative test result is required prior to the employee being placed on the payroll. A positive, adulterated, negative dilute or substituted test will result in a decision not to hire, and the applicant’s name will be removed from the list of eligibles for Safety-Sensitive positions. The SFMTA will not consider hiring any person who tested positive, adulterated, substituted or refused to submit to testing for a minimum of two years following the positive test.

In addition, each applicant who has worked for a Department of Transportation (DOT) – regulated employer(s) within the last two years will be required to sign a consent form, prior to appointment, authorizing SFMTA to obtain information from their prior employers concerning their drug and alcohol test history. Each applicant will also be required to provide SFMTA with information regarding whether, during the last two years, the applicant tested positive or refused to test on any pre-employment drug or alcohol test administered by an employer to which the applicant applied for, but did not obtain, safety-sensitive transportation work covered by DOT drug and alcohol testing rules. SFMTA will not hire any applicant for a safety-sensitive position who fails to provide this information or fails to provide written consent for the release of information from prior employers.

Airport-Specific Conditions of Employment: Transportation Security Administration (TSA) Security Clearance: Candidates for employment with the San Francisco Airport Commission are required to undergo a criminal history record check, including FBI fingerprints, and Security Threat Assessment in order to determine eligibility for security clearance and may be required to undergo drug/alcohol screening. Per Civil Service Commission Rule Section 110.9.1, every applicant for an examination must possess and maintain the qualifications required by law and by the examination announcement for the examination. Failure to obtain and maintain security clearance may be basis for termination from employment with the Airport Commission.

Customs Clearance: This position may require that the incumbent be qualified for unescorted access to the San
J.LI-009

Francisco International Airport U.S. Customs Security Area. An application for a U.S. Custom Access Seal may be submitted to Customs ONLY after employment has commenced. Employment in this position requires that the incumbent submit an application for, successfully acquire and maintain a Customs Access Seal. Per Civil Service Commission Rule 110.9.1, every applicant must possess and maintain the qualifications required by law and by the examination announcement for this examination. Failure to acquire or maintain customs access, a requirement for this position, may be basis for termination from employment with the Airport Commission. Customs Access Seal requirements and procedures are located in the Code of Federal Regulations, Title 19, Part 122, Sections 181 or 189.

CONDITION OF EMPLOYMENT: All City and County of San Francisco employees are required to be vaccinated against COVID-19 as a condition of employment. For details on how it is applicable to your employment, please click [here](#).

The City and County of San Francisco encourages women, minorities and persons with disabilities to apply. Applicants will be considered regardless of their sex, race, age, religion, color, national origin, ancestry, physical disability, mental disability, medical condition (associated with cancer, a history of cancer, or genetic characteristics), HIV/AIDS status, genetic information, marital status, sexual orientation, gender, gender identity, gender expression, military and veteran status, or other protected category under the law.

[Cookies Settings](#)

ATTACHMENT 5

Lawrence Dominguez Electronic Maintenance Technician (7318) Qualifications Review

Jan 31, 2022

1/31/22



Dear Junje Li:

Thank you for submitting your application for the 7318 Electronic Maintenance Technician. After a careful review of your application, it has been determined that you do not possess the:

Experience and License

required to fulfill the minimum qualifications for this position as stated in the examination announcement. All applicants must meet all of the minimum qualifications and provide the necessary documents in order to progress in the examination.

According to the examination announcement, the minimum qualifications required for all applicants is the following:

EDUCATION: Completion of a two (2) year or equivalent program in electronics from a recognized academic, trade or technical institution; or completion of an equivalent 2-year military training program in electronics; AND

EXPERIENCE: Three (3) years of verifiable journey-level industrial electronic experience or industrial instrumentation and control experience, performing installation, calibration, maintenance, troubleshooting, repair and modification of electronic control systems and related electrical components and electronic sub-systems to the level of the electronic component (such as, integrated circuits, transistors, diodes, capacitor, resistor, etc.); AND

LICENSE: Possession of a valid California driver's license.

Exams staff is working remotely. If you wish to have your application be reconsidered for this recruitment, please reply to this message and include verification as stipulated below by **Monday, February 7, 2022 at 5:00 PM**. If we do not receive verification documents or an email specifying why verification is unable to be provided by Monday, February 7, 2022 at 5:00 PM, your application will not proceed in this examination process.

Education must be verified by submitting a copy of your degree or transcripts from an accredited academic institution.

Experience must be verified by submitting verification of qualifying work experience. Verification of work experience must be on the employer's letterhead; must show the name of the applicant; job title(s) and duties performed; dates of employment; types of employment (part-time/full-time); and must be signed by the employer. City employees will receive credit for

the duties of the class to which they are appointed or assigned unless sufficient and credible documentation is provided to verify performance of other duties. Credit for experience obtained outside of the employee's class will be allowed only if recorded in accordance with the provisions of the Civil Service Commission Rules.

If self-employment is claimed as experience, evidence of earnings and duties comparable to those listed is required by submitting copies of income tax papers listing occupation and total earnings.

License must be verified by submitting a copy of your valid driver's license.

The verification documentation must be received no later than close of business (5:00 p.m.) on Monday, February 7, 2022 at 5:00 PM. Civil Service Commission Rules for the City and County of San Francisco specify announcement, application and examination policies and procedures, including applicant appeal rights. They can be found on the Civil Service Commission website at <http://sfgov.org/civilservice/rules>.

Best,

L. Dominguez

SFMTA Examinations & Classification Unit

RECRUITMENT: CBT-7318-904470

ATTACHMENT 6

Junjie Li Re: Electronic Maintenance Technician (7318) Qualifications Review

Feb 1, 2022

Hi Lawrence

This is Junjie, a diesel mechanic from SFMTA Woods Division. I attached my original EE diploma from university of Xiangtan. I lost contact with those two electronic companies which I worked before, but I will ask my manager/ supervisor from Woods Division to write a job title and duties for me. I believe that I have the qualifications for 7318.

Best,

Junjie Li

Sent from my iPhone





California

USA

COMMERCIAL DRIVER LICENSE



DL [REDACTED]

CLASS B

EXP [REDACTED] 2024

END P

LN LI
FN JUN JIE

DOB [REDACTED]

RSTR CORR LENS
M 46 E



[Handwritten Signature]

SEX: M HAIR: BLK EYES: BRN

HGT: 5'-07" WGT: 150 lb

ISS 12/16/2021

毕业证书

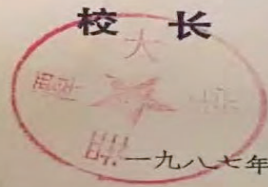


已学完课程

学生李俊杰，男性，现年21岁，系湖南省(市)永州市(市)人，自一九八五年九月至一九八七年七月在我校物理系家用电器专业学习。学制两年。专科修业期满，各科成绩合格，准予毕业。

校长

杨国祥



一九八七年七月十日

成教毕证字第870518号



ATTACHMENT 7

Junjie Li Re: Electronic Maintenance Technician (7318) Qualifications Review

Feb 7, 2022

Hi Lawrence, I tried to ask my Division manager to write a letter for me, but he is off for Covid sick. I also tried to reach those two electronic companies which I worked for them 20 years ago, but they do not exist anymore. I attached some more electrical & electronic training certificates. I can ask my manager to write a letter for me when he comes back. Thanks for reconsider my application for this recruitment.

Sincerely,

Sent from my iPhone

J.LI-017

毕业证书



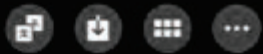
学生李俊杰，男性，现年
21岁，系湖南省（市）永一县
（市）人，自一九八三年七月
至一九八五年七月在我校初
级工商管理专业学习，学制
两年。各科修业期满，各科成绩
合格，准予毕业。

校长 程时祥



一九八五年七月十日

成教毕证字第070518号









CERTIFICATE OF EXCELLENCE

Valid
Through

Air Conditioning	OCT 2018
Battery Electric Vehicle	MAR 2015
Brake System	SEP 2018
Electrical Advanced	MAR 2019
Electrical Fundamentals	APR 2019
Express Tech	FEB 2015
Fuel and Emissions Adv	AUG 2019
Fuel and Emissions Basic	JUN 2017
General	MAY 2015
Hybrid Vehicles	APR 2019
Pre-Delivery Inspection	FEB 2015
Restraints	AUG 2019
Steering and Suspension	FEB 2019

THIS CERTIFIES THAT

JUN JIE LI

HAS SUCCESSFULLY COMPLETED ALL TRAINING
AND DEMONSTRATED COMPETENCY.

Instructor(s)

Technical Training Operations
American Honda Motor Co., Inc.

August 2014
305890

Certificate of Completion



This is to certify that

Junjie Li

has successfully completed

**Combined Allison H40/50 Hybrid DPIM
and ESS Overhaul Service Training for SFMTA
Pacific Power Group**



Ren Pasquetti

Trainer

10/15/2021

Date of Completion

ATTACHMENT 8

From: Jun Li [REDACTED]
Subject: For 7318 verification letter
Date: Feb 17, 2022 at 4:09:19 PM
To: notifications@smartrecruiters.com



London Breed, Mayor

Malcolm Heinicke, Chair
Gwyneth Borden, Vice Chair
Cheryl Brinkman, Director
Amanda Eaken, Director

Steve Heminger, Director
Cristina Rubke, Director
Art Torres, Director

Jeffrey Tumlin, Director of Transportation

February 17th, 2022

To: SFMTA HR Exam Center – Whom It May Concern

Subj: Automotive Mechanic Junjie Li Work Experience

This letter is to serve as verification that Mr. Li has worked at Woods Division maintenance facility since April of 2019. During this time, he has been assigned to the Running Repair/Diagnostic group. His daily duties involve troubleshooting and repairing mechanical and electrical issues – both high and low voltage.

Job tasks include:

- Testing and replacing circuit boards
- Destination sign diagnostics and repairs
- Repairing and overhauling high voltage HEV battery packs
- Testing and replacing DC voltage battery packs and circuit boards
- Diagnosing and testing computer controlled transit systems including:
 - Door controllers/motors
 - Lighting systems and controllers
 - HVAC systems and modules
 - Hybrid drive systems
- Reading electrical schematics
- Assessing electrical risks and using appropriate PPE for job tasks
- Using meters, laptops, breakout boxes and other test equipment
- Maintaining maintenance records and recording repairs/failures in EAMS

His experience and ability to work on electronics and computer controlled systems makes him an excellent candidate for the 7318 Electronic Maintenance Technician classification. Mr. Li has also attended training in hybrid propulsion systems, high voltage (600v) ESS repair, chassis electronics, destination sign systems, electric door repair, HVAC controls and fire suppression diagnostics.

Please don't hesitate to contact me regarding any questions you may have of this letter.

Respectfully,

Aaron Shields *Aaron Shields*

Transit Shop Superintendent
Woods Division
1095 Indiana Street Room 305
San Francisco, CA 94107
aaron.shields@sfmota.com
Office 415.646.2205
Mobile 415.710.6931

San Francisco Municipal Transportation Agency

1 South Van Ness Avenue, 7th Floor

San Francisco, CA 94103

SPMTA.com

☎ 311 Free language assistance / 免費語言協助 / Ayuda gratis con el idioma / Бесплатная языковая помощь / Trợ giúp Thông dịch Miễn phí / Assistance linguistique gratuite / 無料の言語支援 / Libreng tulong para sa wikang Filipino / Mai saisi / 112
☎ 311 Free language assistance / 免費語言協助 / Ayuda gratis con el idioma / Бесплатная языковая помощь / Trợ giúp Thông dịch Miễn phí / Assistance linguistique gratuite / 無料の言語支援 / Libreng tulong para sa wikang Filipino / Mai saisi / 112

Sent from my iPhone

ATTACHMENT 9

Nath, Shivani

From: Dominguez, Larry
Sent: Thursday, August 4, 2022 4:11 PM
To: Compensation
Subject: RE: Acting Assignments for 7318 Electronic Maintenance Technician

Thank you. Much appreciated!

Larry

From: Compensation <Compensation@sfmta.com>
Sent: Thursday, August 4, 2022 4:08 PM
To: Dominguez, Larry <Larry.Dominguez@sfmta.com>
Cc: Compensation <Compensation@sfmta.com>
Subject: RE: Acting Assignments for 7318 Electronic Maintenance Technician

Hi Larry,
 Please see below.

<u>APPLICANT DSW#</u>	<u>CLASS</u>	<u>PAYROLL RECORDS? 7318 ACTING ASSIGNMENT?</u>
[REDACTED]	7340 (3/19/22 - present) 7381 Automotive Mechanic (4/9/16 - 3/18/22)	No (acting assignment from 11/29/21 through 3/18/22 was to 7340)
[REDACTED]	7381 Automotive Mechanic (8/26/17 - present)	No (acting assignment from 9/14/20 through 6/30/21 was to 7382)
[REDACTED]	7371 Electrical Transit System Mechanic (1/20/15 – present)	No
[REDACTED]	7371 Electrical Transit System Mechanic (3/10/18 – present)	Yes 5/14/21-6/30/23
Li, Junje [REDACTED]	7381 Automotive Mechanic (4/20/19 - present)	No
[REDACTED]	7371 Electrical Transit System Mechanic (3/10/18 – present)	No

		7371 Electrical Transit System Mechanic (4/1/13 – present)
		No

Thanks,
Sabrina Blanco
Human Resources



Phone 415.646.4566
Email Sabrina.Blanco@sfmta.com

San Francisco Municipal Transportation Agency
1 South Van Ness Avenue, 6th floor
San Francisco, CA 94103



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From: Dominguez, Larry <Larry.Dominguez@sfmta.com>
Sent: Thursday, August 4, 2022 2:07 PM
To: Compensation <Compensation@sfmta.com>
Subject: Acting Assignments for 7318 Electronic Maintenance Technician

Hi,

Please let me know if the SFMTA employees listed below had acting assignments as a 7318 Electronic Maintenance Technician (and if so, provide dates/hours).

Thank you.

Larry

<u>APPLICANT DSW#</u>	<u>CLASS</u>	<u>PAYROLL RECORDS? 7318 ACTING ASSIGNMENT?</u>
[REDACTED]	7340 (3/19/22 - present) 7381 Automotive Mechanic (4/9/16 - 3/18/22)	
[REDACTED]	7381 Automotive Mechanic (8/26/17 - present)	
[REDACTED]	7371 Electrical Transit System Mechanic (1/20/15 – present)	
[REDACTED]	7371 Electrical Transit System Mechanic (3/10/18 – present)	
Li, Junje [REDACTED]	7381 Automotive Mechanic (4/20/19 - present)	
[REDACTED]	7371 Electrical Transit System Mechanic (3/10/18 – present)	
[REDACTED]	7371 Electrical Transit System Mechanic (4/1/13 – present)	

Lawrence Dominguez
Exam and Classification Unit
Human Resources
415.646.2296
Larry.Dominguez@sfmta.com



San Francisco Municipal Transportation Agency
1 South Van Ness Avenue, 6th floor
San Francisco, CA 94103



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ATTACHMENT 10

Dominguez, Larry

From: Dominguez, Larry
Sent: Friday, August 5, 2022 8:48 AM
To: Coleman, Valerie
Subject: Personnel Files

Hi Valerie,

Please provide the personnel files for the following employees:

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Li, Junje

[REDACTED]

[REDACTED]

[REDACTED]

Thanks,
Larry

Laurence Dominguez

Exam and Classification Unit
Human Resources
415.646.2296
Larry.Dominguez@sfmta.com



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ATTACHMENT 11

Dominguez, Larry

From: Dominguez, Larry
Sent: Monday, August 22, 2022 4:47 PM
To: Williams, Emily
Cc: Ye, Sammy; Sambat, Diana; Nath, Shivani
Subject: Non-Contemporaneous Verification - LI
Attachments: NCV LI.pdf

Dear Emily Williams:

The SFMTA Exams Unit is in receipt of an employment verification letter for **JUNJIE LI** written by Aaron Shields, 7228 Transit Shop Supervisor I. The letter indicates that **JUNJIE LI** was performing 7318 Electronic Maintenance Technician duties during the time period from April 2019 to present (see letter attached).

According to City & County of San Francisco and Municipal Transportation Agency records, **JUNJIE LI** was employed in class 7381 Automotive Mechanic from 4/20/2019 to present. There were no payroll records, acting assignment documentation or performance appraisal submitted by the employee nor found in the personnel file to support the experience claimed in the letter.

As the job responsibilities mentioned in the letter are not typically performed by this classification, please confirm the dates of employment, and certify if the employee was performing the duties as outlined in the letter. If you certify that they were performing the duties, please indicate the steps that you took to verify the accuracy of the information along with any documentation that will support your decision.

If you have any questions, please contact me at the email below.

Thank you,

Larry

Lawrence Dominguez

Exam and Classification Unit
Human Resources
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Steve Heminger, Director
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Manny Yekutiel, Director

Jeffrey Tumlin, Director of Transportation

Date: December 16, 2022

ATTACHMENT 12A

To: Kimberly W. Ackerman
Chief People Officer, Human Resources

From: Julie Kirschbaur *Julie*
Director of Trar....

Louis Guzzo *Louis Guzzo*
Chief Mechanical Officer

Re: Certification of Non-Contemporaneous Verification – Junjie Li

Junjie Li, a current 7381 Automotive Mechanic, has submitted a non-contemporaneous letter as verification of having performed the duties outside the scope of the classification to which he was appointed. A review of their City employment history does not show a previous appointment to 7318 Electronic Maintenance Technician and there was no documentation (payroll records, acting assignment, performance appraisal, etc.) submitted by the employee nor found in the personnel file to support the experience claimed.

The experience in question is industrial or institutional electronic experience performing installation, instrumentation calibration, maintenance, troubleshooting, repair and modification of electronic systems and related electrical components and electronic sub-systems to the electronic component level. The non-contemporaneous letter (attached) states that Mr. Li has been assigned to work at the Woods Division, Running Repair/Diagnostic group performing duties that align with the description above.

In the absence of contemporaneous employment verification, I have reviewed the attached verification letters and certify the duties performed with Louis Guzzo, Chief Mechanical Officer. Mr. Guzzo concurs that Mr. Li has performed the tasks of journey-level industrial or institution electronic experience performing installation, instrumentation calibration, maintenance, troubleshooting, repair and modification of electronic systems and related electrical components and electronic sub-systems to the electronic component level since April of 2019. Mr. Guzzo reviewed all the work orders created by Mr. Li since April 2019 and highlighted all the tasks that Mr. Li worked on with the related experiences that may be credited as qualifying experience for the 7318 Electronic Technician recruitment.

Attachments:

1. Aaron Shields Verification Letter for Junjie Li

San Francisco Municipal Transportation Agency 1 South Van Ness Avenue, 7th Floor San Francisco, CA 94103 SFMTA.com

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2. Work orders History created by Junjie Li

CC: Julie Kirschbaum, Director of Transit, Transit Division
Louis Guzzo, Fleet Maintenance, Transit Division
Emily Williams, Transit Administration, Transit Division
Sammy Ye, Transit Administration, Transit Division
Shivani Nath, Exam & Classifications, HR Division
[EE's PERSONNEL FILE]
[CHRON FILE]

From: Jun Li [REDACTED]
Subject: For 7318 verification letter
Date: Feb 17, 2022 at 4:09:19 PM
To: notifications@smartrecruiters.com



London Breed, Mayor
Malcolm Heintz, Chair
Gwyneth Jordan, Vice Chair
Cheryl Bankman, Director
Amanda Eaken, Director
Steve Heminger, Director
Cristina Rubke, Director
Art Torres, Director
Jeffrey Tumlin, Director of Transportation

February 17th, 2022

To: SFMTA HR Exam Center – Whom It May Concern
Subj: Automotive Mechanic Junjie Li Work Experience

This letter is to serve as verification that Mr. Li has worked at Woods Division maintenance facility since April of 2019. During this time, he has been assigned to the Running Repair/Diagnostic group. His daily duties involve troubleshooting and repairing mechanical and electrical issues – both high and low voltage.

Job tasks include:

- Testing and replacing circuit boards
- Destination sign diagnostics and repairs
- Repairing and overhauling high voltage HEV battery packs
- Testing and replacing DC voltage battery packs and circuit boards
- Diagnosing and testing computer controlled transit systems including:
 - o Door controllers/motors
 - o Lighting systems and controllers
 - o HVAC systems and modules
 - o Hybrid drive systems
- Reading electrical schematics
- Assessing electrical risks and using appropriate PPE for job tasks
- Using meters, laptops, breakout boxes and other test equipment
- Maintaining maintenance records and recording repairs/failures in EAMS

His experience and ability to work on electronics and computer controlled systems makes him an excellent candidate for the 7318 Electronic Maintenance Technician classification. Mr. Li has also attended training in hybrid propulsion systems, high voltage (600v) ESS repair, chassis electronics, destination sign systems, electric door repair, HVAC controls and fire suppression diagnostics.

Please don't hesitate to contact me regarding any questions you may have of this letter.

Respectfully,

Aaron Shields *Aaron Shields*
Transit Shop Superintendent
Woods Division
1095 Indiana Street Room 305
San Francisco, CA 94107
aaron.shields@sfmta.com
Office 415.646.2205
Mobile 415.710.6931

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Sent from my iPhone

Junjie Li Work Order History - SPEAR

Express Work Order	Equipment Code	WO Status	Work Order Title	WO Type Code	WO Maint Type Code	Created By
F	8838	Closed	CHECK ENGINE LIGHT - ACTIVE CUMMINS 3375 DPF RE	Corrective	MISCELLANEOUS WOR	JLI1
T	8646	Closed	HAZARD LIGHT AND AISLE LIGHT IN-OP	Corrective	Defect Card	JLI1
F	8625	Closed	LOW AIR BUILD UP	Road Call	Road Call Repairs	JLI1
F	8635	Closed	STOP SYSTEM/CHECK SYSTEM LIGHT - R&R BATTERY	Road Call	Road Call Follow-up	JLI1
F	8716	Closed	HAZARD LIGHT DOES NOT WORK	Corrective	Defect Card	JLI1
T	6601	Closed	REAR CLIMATE CONTROL FAN STAY ON	Road Call	Road Call Follow-up	JLI1
F	8742	Closed	CHECK SYSTEM - IDS F202, F204 ENGINE TEST SWITCH	Corrective	Defect Card	JLI1
T	8703	Closed	COOLANT LEAK	Road Call	Road Call Follow-up	JLI1
T	6639	Closed	STOP SYSTEM/CHECK SYSTEM LIGHT ON	Road Call	Road Call Follow-up	JLI1
T	8517	Closed	COOLANT LEAK	Road Call	Road Call Follow-up	JLI1
F	8859	Closed	CHECK ENGINE LIGHT - ALLISON 74-35 INVERTER B PRI	Road Call	Road Call Follow-up	JLI1
T	8641	Closed	FRONT TIRE MAKES NOISE	Road Call	Road Call Follow-up	JLI1
F	6658	Closed	W/C COME ON WHILE DRIVING	Road Call	Road Call Repairs	JLI1
T	8708	Closed	CHECK ENGINE LIGHT - INACTIVE CUMMINS SCR INTER	Corrective	Defect Card	JLI1
T	6599	Closed	LOW AIR ALARM	Road Call	Road Call Follow-up	JLI1
F	8867	Closed	CHECK SYSTEM/CHECK ENGINE ON (REPEATER)	Road Call	Road Call Follow-up	JLI1
T	8608	Closed	CHECK ENGINE ON/STEERING SHIMMY ON HIGH SPEED	Road Call	Road Call Follow-up	JLI1
T	8868	Closed	INSPECT COACH DOORS OPERATION	Road Call	Road Call Repairs	JLI1
T	8865	Closed	AC FAIL LIGHT ON	Corrective		JLI1
F	8844	Closed	WHEELCHAIR WILL NOT DEPLOY	Corrective	Defect Card	JLI1
T	8845	Closed	CHECK ENGINE LIGHT - ACTIVE CUMMINS 0383 ENGINE	Corrective	Defect Card	JLI1
T	8629	Closed	STOP SYSTEM, CHECK SYSTEM LIGHT - IDS F026, F075,	Corrective	Defect Card	JLI1
F	6562	Closed	STOP REQUEST STAY ON	Road Call	Road Call Repairs	JLI1
F	6503	Closed	BATTERY KNIFE SWITCH ACCESS PANEL STRUT BROKEN	Road Call	Road Call Repairs	JLI1
T	8862	Closed	HARSH REGEN	Corrective	Defect Card	JLI1
T	8856	Closed	RETARD/JERKING ON UPPING HILL (PPG REPAIRED 1/2	Road Call	Road Call Follow-up	JLI1
T	6662	Closed	EMERGENCY RELEASE VAVLE GLASS BROKEN	Road Call	Road Call Repairs	JLI1
T	6629	Closed	ABS FAIL LIGHT COME ON WHILE DRIVING/BUZZING IN	Road Call	Road Call Follow-up	JLI1
T	8749	Closed	REAR DOOR WON'T OPEN	Road Call	Road Call Follow-up	JLI1
F	6703	Closed	OPERATOR BARRIER WON'T CLOSE	Road Call	Road Call Body Repairs	JLI1
T	8740	Closed	FAREBOX BEEPING/IN-OP	Road Call	Road Call Repairs	JLI1
T	8899	Closed	WHEEL CHAIR RELEASE HANDLE BROKEN	Corrective	Defect Card	JLI1
T	8878	Closed	CHECK ENGINE LIGHT - CUMMINS 1682 DOSING CONT	Corrective	Defect Card	JLI1
T	8515	Closed	REAR DOOR WON'T CLOSE	Road Call	Road Call Repairs	JLI1
F	8651	Closed	FRONT HEATER DOES NOT WORK/SHIFT SELECTER MIN	Corrective	Defect Card	JLI1
F	8742	Closed	OPERATOR SMELLED BURNING SMELL IN THE DRIVER	Corrective	Road Call Follow-up	JLI1
F	8717	Closed	WARNING LIGHT ON - NDF	Corrective	MISCELLANEOUS WOR	JLI1
F	6696	Closed	PLASTIC STORAGE BOX STUCK UNDER COACH	Road Call	Road Call Repairs	JLI1
T	8814	Closed	NO POWER STEERING	Road Call	Road Call Send In	JLI1
T	8712	Closed	DRIVER HEATER IN-OP	Corrective	Defect Card	JLI1
T	8645	Closed	DRIVE CAM DOES NOT WORK	Corrective	Defect Card	JLI1

F	8608	Closed	DRIVER LIGHT SWITCH BROKEN	Corrective	Defect Card	JLI1
T	8640	Closed	RIGHT REAR PASSENGER STOP CORD BROKEN	Corrective	MISCELLANEOUS WOR	JLI1
F	8745	Closed	DRIVE CAM LIGHT DOES NOT WORK	Corrective	Defect Card	JLI1
F	8753	Closed	EMERGENCY RELEASE VAVLE GLASS BROKEN	Road Call	Road Call Repairs	JLI1
F	8510	Closed	STARTER MAKES WHINING NOISE	Corrective	Defect Card	JLI1
T	8719	Closed	COACH WILL NOT MOVE	Road Call	Road Call Repairs	JLI1
T	8733	Closed	P/A ASSIS IN-OP	Corrective	Defect Card	JLI1
T	8512	Closed	R&R PROPULSION GENERATOR	Road Call	Road Call Follow-up	JLI1
F	8819	Closed	NO POWER	Road Call	Road Call Follow-up	JLI1
T	8866	Closed	CHECK ENGINE LIGHT ON	Road Call	Road Call Follow-up	JLI1
F	8727	Closed	BURNING SMELL AND LOUD NOISE FROM REAR - R&R	Road Call	Road Call Follow-up	JLI1
T	8727	Closed	CHECK ENGINE LIGHT ON	Corrective	MISCELLANEOUS WOR	JLI1
T	8822	Closed	BEEPING SOUND STAY ON WHILE DRIVING - SENT TO B	Corrective	Defect Card	JLI1
T	8706	Closed	SHIFT SELECTOR D BUTTOM STUCK	Corrective	MISCELLANEOUS WOR	JLI1
F	8855	Closed	CHECK ENGINE LIGHT - CUMMINS 4612, 2554, 3714, 2	Corrective	MISCELLANEOUS WOR	JLI1
F	8706	Closed	NO START - NDF	Road Call	Road Call Repairs	JLI1
F	8895	Closed	NO START - ALLISON 65-25, 73-52	Road Call	Road Call Follow-up	JLI1
F	8856	Closed	FRONT STREETSIDE AIRBAG MISSING WASHER ON BOT	Corrective	1 K Workoffs	CFUNG
F	8840	Closed	HORN DOES NOT WORK	Road Call	Road Call Follow-up	JLI1
F	8706	Closed	CHECK SYSTEM/ STOP SYSTEM ON	Road Call	Road Call Follow-up	JLI1
F	8657	Closed	OPERATOR'S SEAT DROPS WHILE DRIVING	Corrective	Defect Card	JLI1
T	8737	Closed	FIRE ALARM BEEPING	Road Call	Road Call Follow-up	JLI1
T	8823	Closed	SEAT WEIGHT SENSOR DEFECT AND BEEPING	Road Call	Road Call Follow-up	JLI1
T	6642	Closed	REAR DOOR EMERGENCY RELEASE VAVLE GLASS BROKE	Road Call	Road Call Repairs	JLI1
T	8642	Closed	SEAT BELT WARNING LIGHT ON AND BEEPING SOUND	Road Call	Road Call Radio Repair	JLI1
F	8626	Closed	PEDAL PADS COME OFF	Corrective	MISCELLANEOUS WOR	JLI1
T	8503	Closed	CURB SIDE REAR ONE DOME LIGHT DOES NOT WORK	Corrective	Defect Card	JLI1
T	6701	Closed	OPERATOR COMPARTMENT DOOR WON'T OPEN	Road Call	Road Call Repairs	JLI1
T	8877	Closed	PASSENGER SIDE OUTSIDE MIRROR BRACKET BROKEN	Road Call	Road Call Follow-up	JLI1
T	6676	Closed	STREET SIDE MIRROR BROKEN	Road Call	Road Call Repairs	JLI1
T	8509	Closed	DEAD BATTERY	Road Call	Road Call Truck	JLI1
F	8641	Closed	REAR DESTINATION SIGN IN-OP	Corrective	Defect Card	JLI1
T	8508	Closed	BATTERY DEAD	Road Call	Road Call Follow-up	JLI1
T	6630	Closed	CHECK ENGINE LIGHT / BATTERY LIGHT ON	Road Call	Road Call Follow-up	JLI1
F	6642	Closed	REAR EMERGENCY DOOR RELEASE VALVE GLASS BROK	Road Call	Road Call Repairs	JLI1
F	8705	Closed	DEST. SIGN IN-OP	Corrective	MISCELLANEOUS WOR	JLI1
T	6683	Closed	MIDDLE DOOR DOES NOT CLOSE	Road Call	Road Call Repairs	JLI1
F	8750	Closed	CHECK ENGINE LIGHT - CUMMINS 3545, 3749 OUTLET	Corrective	MISCELLANEOUS WOR	JLI1
T	8736	Closed	SANITIZED DRIVER COMPARTMENT AREA	Road Call	Road Call Follow-up	JLI1
T	8650	Closed	STOP SYSTEM LIGHT, CHECK ENGINE LIGHT - IDS F235	Road Call	Road Call Repairs	JLI1
T	6646	Closed	BATTERY LIGHT ON, NO POWER	Road Call	Road Call Repairs	JLI1
F	8880	Closed	ACTIVE CUMMINS 5655 AFTERTREATMENT SCR CONVE	Road Call	Road Call Follow-up	JLI1
T	8727	Closed	DEST. SIGN IN-OP	Corrective	Defect Card	JLI1

T	8650	Closed	GEAR SELECTOR 'D' STUCK	Road Call	Road Call Repairs	JLI1
T	8741	Closed	REAR DOORS WON'T CLOSE (REPEATER)	Road Call	Road Call Follow-up	JLI1
T	8738	Void	GEAR SELECTOR SWITCH STUCK	Corrective	1 K Workoffs	JLI1
F	8901	Closed	CHECK ENGINE LIGHT ON	Corrective		JLI1
T	8856	Closed	REAR COMPARTMENT PANEL OPEN	Road Call	Road Call Repairs	JLI1
T	8637	Closed	NO HAZARD LIGHT	Road Call	Road Call Repairs	JLI1
F	8628	Closed	DRIVER'S SEAT DOWNWARD WHILE DRIVING	Corrective	Defect Card	JLI1
F	8809	Closed	STOP REQUEST LIGHT STAY ON	Road Call	Road Call Follow-up	JLI1
F	8622	Closed	COOLANT LEAK	Road Call	Road Call Repairs	JLI1
F	8963	Closed	COOLANT LEAK	Road Call	Road Call Follow-up	JLI1
F	8730	Closed	BATTERY DEAD	Corrective	MISCELLANEOUS WOR	JLI1
F	8751	Closed	DOOR #1 HITS W/C RAMP	Corrective	1 K Workoffs	JLI1
T	8731	Closed	AIR PUMP RUBBER MOUNT BROKEN	Corrective	1 K Workoffs	JLI1
T	8751	Closed	CHECK ENGINE LIGHT - INACTIVE CUMMINS 3649 INTA	Road Call	Road Call Follow-up	JLI1
T	6702	Closed	CHECK ENGINE LIGHT	Road Call	Road Call Follow-up	JLI1
F	8848	Closed	A/C STAY ON ALL THE TIME	Road Call	Road Call Repairs	JLI1
T	6663	Closed	LOW PRESSURE	Road Call	Road Call Follow-up	JLI1
T	6634	Closed	FIRE SUPPRESSION ALARM KEEP BEEBING WHILE DRIV	Road Call	Road Call Follow-up	JLI1
T	6636	Closed	ALTERNATOR BELT BROKEN	Road Call	Road Call Repairs	JLI1
T	8744	Closed	DRIVER SEAT BELT BROKEN	Road Call	Road Call Repairs	JLI1
F	8817	Closed	FRONT WIPERS BENT/ BROKEN	Corrective	Defect Card	JLI1
T	8879	Closed	CHECK ENGINE LIGHT, NO POWER - ACTIVE CUMMINS	Road Call	Road Call Follow-up	JLI1
T	8818	Closed	R&R AIR COMPRESSOR ASSEMBLY INCLUDING DRIVE N	Road Call	Road Call Follow-up	JLI1
T	8860	Closed	REAR DOOR WILL NOT OPEN INTERMITTENTLY - NDF, C	Road Call	Road Call Follow-up	JLI1
T	8863	Closed	CHECK ENGINE LIGHT - CUMMINS ALLISON MULTIPLE	Road Call	Road Call Follow-up	JLI1
T	6701	Closed	COOLANT LEAK	Road Call	Road Call Follow-up	JLI1
T	8824	Closed	STRONG EXHAUST SMELL	Road Call	Road Call Repairs	JLI1
F	8623	Closed	DASH BOARD BROKEN	Corrective	MISCELLANEOUS WOR	JLI1
T	8632	Closed	AIR LEAK - FRONT DOOR BUTTERFLY VALVE LEAK	Road Call	Road Call Repairs	JLI1
T	8719	Closed	CHECK ENGINE LIGHT ON, STOP SYSTEM ON/AIR PRESS	Road Call	Road Call Follow-up	JLI1
T	6613	Closed	DRIVER'S COMPARTMENT LATCH WON'T LATCH	Road Call	Road Call Repairs	JLI1
F	8969	Closed	ELCHAIR/SPECIAL EQUIPMENT WC LIGHT COME ON W	Corrective	Road Call Follow-up	JLI1
F	8740	Closed	ABS FAIL LIGHT ON	Corrective	Defect Card	JLI1
F	8890	Closed	CHECK ENGINE LIGHT - INACTIVE ALLISON 74-52, 25-20	Corrective	WARRANTY REPAIR	JLI1
F	8824	Closed	CHECK SYSTEM LIGHT - ACTIVE 77-20 ACTIVE 24V BAT	Corrective	MISCELLANEOUS WOR	JLI1
T	8746	Closed	DESTINATION SIGN DOES NOT WORK	Road Call	Road Call Follow-up	JLI1
T	8624	Closed	DMAS FLASHING	Road Call	Road Call Follow-up	JLI1
T	8859	Closed	CHECK ENGINE LIGHT - CUMMINS 6245 ACTIVE, 3559 I	Road Call	Road Call Follow-up	JLI1
T	8742	Closed	BODY - STREET SIDE BODY DAMAGE	Road Call	Road Call Follow-up	JLI1
F	8891	Closed	CHECK ENGINE LIGHT - INACTIVE 4252 - NDF	Corrective	MISCELLANEOUS WOR	JLI1
T	8846	Closed	CHECK ENGINE LIGHT ON AND NO POWER	Road Call	Road Call Follow-up	JLI1
F	6509	Closed	LOW AIR PRESSURE AND SLOWLY BUILD UP AIR, AIRBA	Road Call	Road Call Follow-up	JLI1
T	8869	Closed	FIRE ALARM KEEP BEEBING	Road Call	Road Call Follow-up	JLI1

T	8718	Closed	NO POWER STEERING	Road Call	Road Call Follow-up	JLI1
F	8717	Closed	BATTERY LIGHT ON/ STOP ENGINE LIGHT ON	Road Call	Road Call Follow-up	JLI1
F	8448	Closed	DESTINATION SIGN INOP	Corrective	1 K Workoffs	JLI1
T	6642	Closed	EMERGENCY DOOR RELEASE VALVE GLASS BROKEN	Road Call	Road Call Repairs	JLI1
T	8633	Closed	TWO FRONT MARKER LIGHTS DIM	Corrective	1 K Workoffs	JLI1
T	8604	Closed	DRIVER COMPARTMENT LATCH STUCK	Road Call	Road Call Repairs	JLI1
T	8507	Closed	LEFT REAR TURN SIGNAL IN-OP	Road Call	Road Call Repairs	JLI1
T	8517	Closed	COOLANT LEAK- PLASTIC HOSE TO EGR	Road Call	Road Call Repairs	JLI1
T	8524	Closed	ROUGH SUSPENSION	Road Call	Road Call Repairs	JLI1
T	8526	Closed	DRIVER COMARTMENT LATCH BROKEN	Road Call	Road Call Follow-up	JLI1
F	8635	Closed	COOLANT LEAK	Corrective	Defect Card	JLI1
T	8653	Closed	HEV / PROPULSION - STOP SYSTEM BATTERY LIGHT ON	Corrective	Defect Card	JLI1
F	8801	Closed	CHECK ENGINE LIGHT ON	Corrective	MISCELLANEOUS WOR	JLI1
T	6561	Closed	NO POWER	Road Call	Road Call Repairs	JLI1
F	8435	Closed	COACH WILL NOT START	Road Call	Road Call Follow-up	JLI1
T	6718	Closed	FRONT WIPER IN-OP	Road Call	Road Call Repairs	JLI1
T	8813	Closed	FRONT WINDSHIELD DRIVER DEFROSTER DOES NOT W	Road Call	Road Call Repairs	JLI1
T	8508	Closed	CHECK ENGINE COME ON/OFF	Road Call	Road Call Repairs	JLI1
T	8802	Closed	NO POWER	Road Call	Road Call Follow-up	JLI1
T	6673	Closed	ASB LIGHT ON AND CHECK ENGINE LIGHT ON	Road Call	Road Call Follow-up	JLI1
F	8962	Closed	COOLING SYSTEM - CEL ON, LOW COOLANT F234 (REP	Road Call	Road Call Follow-up	JLI1
F	8773	Closed	ELECTRICAL SYSTEM/DOORS - REAR DOOR PROBLEM	Road Call	Road Call Repairs	JLI1
F	8773	Closed	HEV/PROPULSION - COACH CUT OFF	Road Call	Road Call Follow-up	JLI1
F	6625	Closed	CHECK ENGINE AND ALARM STAY ON	Road Call	Road Call Follow-up	JLI1
T	6727	Closed	REAR DOOR WILL NOT CLOSE	Road Call	Road Call Repairs	JLI1
T	6590	Closed	CHECK ENGINE LIGHT ON	Road Call	Road Call Repairs	JLI1
T	6500	Closed	CHECK ENGINE LIGHT ON	Road Call	Road Call Repairs	JLI1
F	6684	Closed	VOID - WRONG COACH NUMBER	Road Call	Road Call Repairs	JLI1
F	8944	Closed	RIGHT REAR INNER TIRE'S THREAD COME OFF	Road Call	Road Call Repairs	JLI1
T	8829	Closed	CHECK ENGINE LIGHT ON	Road Call	Road Call Follow-up	JLI1
T	6705	Closed	REAR DOOR WILL NOT CLOSE	Road Call	Road Call Repairs	JLI1
T	8650	Closed	STREET SIDE # 7 HAND RAIL BROKEN	Road Call	Road Call Follow-up	JLI1
F	8831	Closed	HIGH SQUEAK NOISE FROM ENGINE REAR AND #6 EXH	Road Call	Road Call Follow-up	JLI1
T	6616	Closed	CEILING ELECTRICAL ACCESS PANEL OPEN	Road Call	Road Call Repairs	JLI1
T	8603	Closed	BATTERY SWITCH ACCESE DOOR SPRING BROKEN	Road Call	Road Call Repairs	JLI1
F	8962	Closed	COOLING SYSTEM - LOW COOLANT LIGHT, CHECK ENG	Road Call	Road Call Follow-up	JLI1
T	6659	Closed	BIKE RACK STUCK OPEN	Road Call	Road Call Follow-up	JLI1
T	8703	Closed	STEERING WHEEL WORN	Corrective	MISCELLANEOUS WOR	JLI1
T	8432	Closed	WIPERS DO NOT WORK	Corrective	Defect Card	JLI1
F	8875	Closed	CHECK ENGINE LIGHT ON	Corrective	Defect Card	JLI1
T	8613	Closed	REAR WHEEL MAKE NOISE	Corrective	MISCELLANEOUS WOR	JLI1
T	8854	Closed	CHECK ENGINE LIGHT ON	Corrective	Defect Card	JLI1
T	8709	Closed	FARE BOX BEEPING	Road Call	Road Call Follow-up	JLI1

T	8612	Closed	INTERNAL LIGHT COVER BROKEN	Corrective	1 K Workoffs	JLI1
F	8421	Closed	HORN WEAK	Corrective	Defect Card	JLI1
T	8859	Closed	ENGINE LIGHT ON	Corrective	MISCELLANEOUS WOR	JLI1
T	8812	Closed	TOP BATTERY FANS STAY ON	Corrective	MISCELLANEOUS WOR	JLI1
T	8820	Closed	ENGINE LIGHT ON	Corrective	MISCELLANEOUS WOR	JLI1
T	8807	Closed	CHECK SYSTEM AND ENGINE LIGHTS WENT OFF	Corrective	Defect Card	JLI1
T	8507	Closed	HORN DOES OFF BY ITSELF	Corrective	Defect Card	JLI1
T	8897	Closed	CHECK ENGINE LIGHT ON	Corrective	1 K Workoffs	JLI1
F	6594	Closed	REPEATER CHECK ENGINE LIGHT	Road Call	Road Call Follow-up	JLI1
F	8870	Closed	FRONT ENTRY DOOR WON'T OPEN - BROKEN TETER BO	Road Call	Road Call Follow-up	JLI1
T	8864	Closed	CHECK ENGINE LIGHT ON	Road Call	Road Call Repairs	JLI1
T	8508	Closed	COOLANT LEAKING	Road Call	Road Call Follow-up	JLI1
T	8879	Closed	CHECK SYTEM LIGHT	Road Call	Road Call Follow-up	JLI1
T	8417	Closed	CHECK ENGINE LIGHT ON, NO POWER ON STIFF UP HIL	Corrective	Defect Card	JLI1
T	8831	Closed	RUN SIGN INOP	Corrective	Defect Card	JLI1
T	8819	Closed	MASTER RUN SWITCH BROKEN	Corrective	MISCELLANEOUS WOR	JLI1
F	8875	Closed	CHECK ENGINE LIGHT ON	Corrective	1 K Workoffs	JLI1
T	8172	Closed	EXHAUST FLEX PIPE LEAKING	Corrective	1 K Workoffs	JLI1
T	8637	Closed	RIGHT CENTER CLEARANCE LIGHT DIM	Corrective	1 K Workoffs	JLI1
T	8859	Closed	HEATER PROBLEM	Corrective	1 K Workoffs	JLI1
T	8846	Closed	CHECK ENGINE LIGHT ON	Corrective	1 K Workoffs	JLI1
T	8455	Closed	CURB 4 DOME LIGHT INOP	Corrective	1 K Workoffs	JLI1
F	8887	Closed	CHK SYSTEM LIGHT ON	Corrective	1 K Workoffs	JLI1
T	8708	Closed	SURGE TANK HOSE LEAKING	Corrective	1 K Workoffs	JLI1
T	8848	Closed	ENGINE COOLANT LEAK NERA BACK OF ENGINE	Corrective	1 K Workoffs	JLI1
T	8885	Closed	ENGINE THERMOSTAT HOSE COLLAPSE	Corrective	1 K Workoffs	JLI1
T	8623	Closed	STEERING WHEEL WORN	Corrective	1 K Workoffs	JLI1
T	8609	Closed	COOLANT LOW, LEAKING COOLANT	Corrective	1 K Workoffs	JLI1
T	8845	Closed	REAR DEST SIGN INOP	Corrective	1 K Workoffs	ROJEDA
T	8503	Closed	3 DOME LIGHTS INOP CURB SIDE	Corrective	1 K Workoffs	JLI1
T	8156	Closed	POWER STEERING PUMP LEAKING BOTTOM	Corrective	1 K Workoffs	JLI1
T	8106	Closed	POWER STEERING LEAK	Corrective	1 K Workoffs	JLI1
T	8852	Closed	CHECK ENGINE LIGHT ON	Corrective	1 K Workoffs	JLI1
T	8659	Closed	STEERING WHEEL WORN	Corrective	1 K Workoffs	JLI1
T	8836	Closed	CHECK ENGINE LIGHT ON	Corrective	1 K Workoffs	JLI1
T	8808	Closed	CHECK ENGINE FLASHING & MOTOR SIMBOL ON	Corrective	1 K Workoffs	JLI1
T	8808	Closed	ENGINE LIGHT ON	Corrective	Defect Card	JLI1
T	8826	Closed	SPEAKER/MIC NOT WORKING	Corrective	1 K Workoffs	JLI1
F	8621	Closed	OIL FILTER AREA LEAKING	Corrective	1 K Workoffs	JLI1
F	8431	Closed	REAR DEST SIGN INOP	Corrective	1 K Workoffs	JLI1
F	8525	Closed	DUPLICATE REFER TO WO 2894980	Corrective		JLI1
T	8639	Closed	FRONT AWAY BAR BUSHING TORN LF	Corrective	1 K Workoffs	JLI1

Junjie Li Work Order History - EAMS

Equipment	Work Order	Status	WO Description	WO Activity	Note	Trade	Employee	Hours	Date Entered	Standard WO	Equipment Desc.
8766	1167354	Completed	ROAD CALL FRONT DRIVER CAM CAME OFF	10 FRONT DRIVER CAM/FALL OFF		7381	JLI	0.5	8/27/2022 10:42	BUS-RDCL	HEV #8766 NFH40 BAE
8641	1167303	Completed	coach won't start/stop system light on	10 STOP SYSTEM ON/COACH WON'T START		7381	JLI	1	8/27/2022 8:26	BUS-RDCL	HEV #8641 NFH40 BAE
8841	1166632	Completed	Back Door Will Close And Reopen intermittently Problem	40 IP cluster missing button cover		7381	JLI	0.2	8/26/2022 13:37	BUS-PULLIN	HEV #8841 NFH40 Allison
8841	1166632	Completed	Back Door Will Close And Reopen intermittently Problem	20 Replace rear door motor		7381	JLI	3.5	8/26/2022 13:19	BUS-PULLIN	HEV #8841 NFH40 Allison
8841	1166910	Completed	SHIFT SELECT "D" BUTTON HARD TO PUSH	10 SHIFT SELECT "D" BUTTON HARD TO PUSH		7381	JLI	0.5	8/26/2022 7:56	BUS-FY	HEV #8740 NFH40 BAE
8829	1166908	Completed	DEF FLUID LEAK FROM CAP	10 DEF FLUID LEAK FROM CAP		7381	JLI	1	8/26/2022 7:37	BUS-FY	HEV #8829 NFH40 Allison
8803	1164993	Completed	engine guard latch broken	10 ENGINE GUARD LATCH BROKEN		7381	JLI	1	8/23/2022 6:55	BUS-FY	HEV #8803 NFH40 BAE
8758	1161446	Completed	WHILE DRIVING	10 SEAT BELT ALARM STAY ON WHILE DRIVING		7381	JLI	0.8	8/21/2022 14:05	BUS-RDCL	HEV #8758 NFH40 BAE
8893	1161375	Completed	ROAD CALL SEAT CUSHION/PARKING BRAKE ALERT ON NO DEFECT OBSERVED	10 PARKING BRAKE ALERT ON WHILE DRIVING		7381	JLI	1	8/21/2022 10:24	BUS-RDCL	HEV #8893 NFH40 Allison
8876	1160797	Completed	LOW CABIN COOLANT LIGHT ON	10 LOW CABIN COOLANT LIGHT ON		7381	JLI	1	8/19/2022 13:13	BUS-FY	HEV #8876 NFH40 Allison
8749	1160688	Completed	STOP SYSTEM, FC R054	20 RECOMMEND REPLACE ESS TUBE (CONTACTOR X3)		7381	JLI	5	8/19/2022 12:48	BUS-PULLIN	HEV #8749 NFH40 BAE
8868	1157890	Completed	ABS LIGHT ON	10 ABS LIGHT ON		7381	JLI	1	8/15/2022 9:52	BUS-FY	HEV #8868 NFH40 Allison
8516	1154986	Completed	ROAD CALL NO REGEN	10 NO REGEN		7381	JLI	1	8/14/2022 14:38	BUS-RDCL	HEV #8516 ORION VII 30
8907	1154942	Completed	R/C DRIVER'S BARRIER UPPER DOOR LOOSE	10 DRIVER UPPER COMPARTMENT DOOR LOOSE		7381	JLI	0.5	8/14/2022 12:48	BUS-RDCL	HEV #8907 NFH40 BAE
8520	1154906	Completed	ROAD CALL COACH WON'T MOVE	10 COACH WON'T MOVE		7381	JLI	10	8/14/2022 12:48	BUS-RDCL	HEV #8520 ORION VII 30
8638	1154667	Completed	ROAD CALL COACH SHAKING WHEN BRAKING	10 COACH JEAKING WHILE DRIVING		7381	JLI	1	8/13/2022 13:30	BUS-RDCL	HEV #8638 NFH40 BAE
8706	1152309	Completed	COACH NEEDS LUMP START	10 COACH NEEDS LUMP START		7381	JLI	1	8/9/2022 12:54	BUS-FY	HEV #8706 NFH40 BAE
8960	1148624	Completed	REAR TAILLIGHT OUT	10 ABS LIGHT ON		7381	JLI	3.5	8/9/2022 10:11	BUS-PULLIN	HEV #8960 NFH40 BAE
8722	1148106	Completed	CEL low coolant / EGR Cooler Leaking	10 CEL low coolant		7381	JLI	1	8/5/2022 8:59	BUS-FY	HEV #8722 NFH40 BAE
8633	1142339	Completed	ROAD CALL YELLOW "!" MARK ON WHILE DRIVING	10 ROAD CALL YELLOW "!" MARK STAY ON WHILE DRIVING		7381	JLI	1	7/31/2022 10:19	BUS-RDCL	HEV #8633 NFH40 BAE
8626	1142293	Completed	ROAD CALL 718 WIPER ARM DAMAGED	10 718 WIPER ARM DAMAGED		7381	JLI	1	7/31/2022 10:19	BUS-RDCL	HEV #8626 NFH40 BAE
8823	1142258	Completed	ROAD CALL HILL HOLDER DOES NOT WORK	10 HILL HOLDER IN-OP		7381	JLI	1	7/31/2022 8:27	BUS-RDCL	HEV #8823 NFH40 BAE
8522	1141915	Completed	ROAD CALL BRAKE MAKES LOUD NOISE WHEN GOING DOWN HILL	10 BRAKE MAKES LOUD NOISE WHEN GOING DOWN HILL		7381	JLI	1	7/30/2022 9:09	BUS-RDCL	HEV #8522 ORION VII 30
8710	1140881	Completed	LEFT TURN SIGNAL IN-OP	10 LEFT TURN SIGNAL IN-OP		7381	JLI	2	7/28/2022 9:21	BUS-PULLIN	HEV #8710 NFH40 BAE
8730	1140669	Completed	wrester holder broken	10 wrester holder broken		7381	JLI	1	7/26/2022 7:11	BUS-PULLIN	HEV #8730 NFH40 BAE
8507	1136720	Completed	ROAD CALL STOP SYSTEM/CHECK SYSTEM LIGHT ON	10 STOP SYSTEM/CHECK SYSTEM LIGHT ON		7381	JLI	1	7/24/2022 10:52	BUS-RDCL	HEV #8507 ORION VII 30
8650	1133123	Released	Bus Road Call follow up Work Order/ No Parts 013-09-0812 ETA 8/11/22	10 PARS ETA (8/4/2022) follow up work order - stop system light on - NO PARTS #013-09-0812 ON ORDER		7381	JLI	6	7/22/2022 14:02	BUS-RDCL	HEV #8650 NFH40 BAE
8890	1129678	Completed	ROAD CALL DRIVER SEAT BELT WARNING STAY ON	10 DRIVER SEAT BELT WARNING ON		7381	JLI	1	7/17/2022 13:45	BUS-RDCL	HEV #8890 NFH40 Allison
8702	1127862	Completed	Follow-up to Roadcall Work Order - REAR DOOR DOES NOT CLOSE	10 REAR DOOR DOES NOT CLOSE		*	JLI	1	7/14/2022 14:06	BUS-RDCL	HEV #8702 NFH40 BAE
8711	1127846	Completed	COOLANT LEAK	10 COOLANT LEAK		7381	JLI	1.5	7/14/2022 9:22	BUS-FY	HEV #8711 NFH40 BAE
8766	1123030	Completed	SILENT ALARM SWITCH MISSING	10 SILENT ALARM SWITCH MISSING		7381	JLI	1	7/10/2022 13:17	BUS-RDCL	HEV #8766 NFH40 BAE
8528	1121883	Completed	ROAD CALL REAR DOOR WON'T OPEN	10 REAR DOOR WON'T OPEN		7381	JLI	1	7/9/2022 7:40	BUS-RDCL	HEV #8528 ORION VII 30
8708	1121623	Completed	EXTERIOR VOICE ANNOUNCEMENT TOO LOUD	10 EXTERIOR VOICE TOO LOUD		7381	JLI	1	7/8/2022 9:13	BUS-PULLIN	HEV #8708 NFH40 BAE
8656	1121333	Completed	COACH WON'T START	10 COACH WON'T START		7381	JLI	0.8	7/7/2022 13:52	BUS-PULLIN	HEV #8656 NFH40 BAE
8643	1119457	Completed	Follow-up to ROADCALL STOP SYSTEM LIGHT CAME ON/COACH JERKED-G076	10 JERKED		*	JLI	2	7/5/2022 13:10	BUS-PULLIN	HEV #8643 NFH40 BAE
8884	1115416	Completed	CHECK ENGINE LIGHT REPEATER	10 CHECK ENGINE LIGHT REPEATER		7381	JLI	4	7/4/2022 13:46	BUS-PULLIN	HEV #8884 NFH40 Allison
8651	1116522	Completed	ROAD CALL COACH WON'T MOVE	10 COACH WON'T MOVE		7381	JLI	1	7/3/2022 10:19	BUS-RDCL	HEV #8651 NFH40 BAE
8802	1115536	Completed	ROAD CALL COACH HILL HOLDER WON'T WORK	10 HILL HOLDER WON'T WORK		7381	JLI	1	7/2/2022 13:38	BUS-RDCL	HEV #8802 NFH40 BAE
8705	1112961	Completed	CEL	10 Check engine light on		7381	JLI	2.5	6/30/2022 14:13	BUS-FY	HEV #8705 NFH40 BAE
8659	1103995	Completed	CHECK SYSTEM/STOP SYSTEM ON	10 CHECK SYSTEM/STOP SYSTEM ON		7381	JLI	1	6/22/2022 12:40	BUS-FY	HEV #8659 NFH40 BAE
8639	1090898	Completed	CHECK SYSTEM/STOP SYSTEM ON	10 CHECK SYSTEM/STOP SYSTEM ON		7381	JLI	3.5	6/22/2022 10:04	BUS-FY	HEV #8639 NFH40 BAE
8925	1090805	Completed	ROAD CALL FRONT SUN VISOR LOOSE	10 FRONT SUN VISOR LOOSE		7381	JLI	1	6/11/2022 10:45	BUS-RDCL	HEV #8925 NFH40 BAE
8722	1090805	Completed	ROAD CALL COACH HAS NO POWER STEERING	10 NO POWER STEERING/ LOW AIR PRESSURE		7381	JLI	1	6/11/2022 10:36	BUS-RDCL	HEV #8722 NFH40 BAE
8659	1088099	Completed	BATTERY LIGHT ON	20 REPLACE APS ASSEMBLY		7381	JLI	4.5	6/7/2022 13:53	BUS-FY	HEV #8659 NFH40 BAE
8659	1088099	Completed	BATTERY LIGHT ON	10 BATTERY LIGHT ON		7381	JLI	1.5	6/7/2022 9:42	BUS-FY	HEV #8659 NFH40 BAE
8817	1087650	Completed	CURB SIDE MIRROR IN-OP	10 CURB SIDE MIRROR IN-OP		7381	JLI	1	6/6/2022 9:11	BUS-FY	HEV #8817 NFH40 BAE
8817	1084841	Completed	Front door #1 lower hinge is loose	10 Front door #1 lower hinge is loose		7381	JLI	0.5	6/6/2022 6:36	BUS-FY	HEV #8817 NFH40 BAE
8656	1084827	Completed	ROAD CALL INTERNAL LIGHT COVER FALLEN OFF	10 INTERNAL LIGHT COVER FALLEN OFF		7381	JLI	0.5	6/5/2022 13:49	BUS-RDCL	HEV #8656 NFH40 BAE
8522	1084770	Completed	ROAD CALL WIPER IN-OP	10 WIPER IN-OP		7381	JLI	1	6/5/2022 9:30	BUS-RDCL	HEV #8522 ORION VII 30
8739	1084763	Completed	ROAD CALL REAR DOOR WON'T CLOSE	10 REAR DOOR WON'T CLOSE (REPEATER)		7381	JLI	1	6/5/2022 9:19	BUS-RDCL	HEV #8739 NFH40 BAE
8509	1083805	Completed	ROAD CALL COOLANT LEAK	10 COOLANT LEAK		7381	JLI	10	6/4/2022 13:31	BUS-RDCL	HEV #8509 ORION VII 30
8815	1083771	Completed	ROAD CALL LOUD DRAGGING NOISE FROM REAR WHILE MAKING TURNS	10 NOISE FROM REAR WHEN MAKING TURNS		7381	JLI	1	6/4/2022 9:43	BUS-RDCL	HEV #8815 NFH40 BAE
8738	1083138	Completed	drive cam loose	20 fire extinguisher cabinet wont close		7381	JLI	1	6/3/2022 9:01	BUS-FY	HEV #8738 NFH40 BAE
8885	1081821	Completed	DESTINATION SIGN IN-OP	10 DESTINATION SIGN IN-OP		7381	JLI	3	5/31/2022 10:24	BUS-RDCL	HEV #8885 NFH40 Allison
8892	1077604	Completed	ROAD CALL INTERNAL PANEL LOOSE	10 Internal panel loose		7381	JLI	0.5	5/29/2022 13:33	BUS-RDCL	HEV #8892 NFH40 Allison
8841	1077536	Completed	ROAD CALL COACH HAS BAD BURN SMELL	10 SMOKE/BURN SMELL COME FROM CURB SIDE WHEELS		7381	JLI	1	5/29/2022 8:58	BUS-RDCL	HEV #8841 NFH40 Allison

Equipment	Work Order	Status	WO Description	WO Activity	Note	Trade	Employee	Hours	Date Entered	Standard WO	Equipment Desc.
8862	1068803	Released	CEL- R&R HV HI and Low Relays Specs(0-100hm)	10	Parts ETA (MID SEPTEMBER) CEL- R&R HV HI and Low Relays Specs(0-100hm)	7381	JLI	3	5/26/2022 14:00	BUS-PULLIN	HEV #8662 NFH40 Allison
8900	1073922	Completed	Road call interlock won't release	20	Interlock won't release	7381	JLI	1	5/24/2022 8:42	BUS-RDCL	HEV #8900 NFH40 Allison
8816	1073452	Completed	check engine light on	10	REPLACE CHASSIS BATTERIES	7381	JLI	1	5/23/2022 7:27	BUS-FV	HEV #8816 NFH40 BAE
8821	1073452	Completed	check engine light on	10	CHECK ENGINE LIGHT ON	7381	JLI	1.5	5/23/2022 6:07	BUS-FV	HEV #8821 NFH40 BAE
8621	1070323	Completed	ROAD CALL HORN IN-OP	10	HORN IN-OP	7381	JLI	1	5/22/2022 13:00	BUS-RDCL	HEV #8621 NFH40 Allison
8898	1070252	Completed	ROAD CALL REAR OUTSIDE PANEL LOOSE	10	ROAD CALL OUTSIDE PANEL LOOSE	7381	JLI	0.5	5/22/2022 9:20	BUS-RDCL	HEV #8898 NFH40 Allison
8748	1069259	Completed	ROAD CALL ENGINE NOISE	10	ROAD CALL ENGINE WAKE LOUD NOISE	7381	JLI	1	5/21/2022 14:13	BUS-RDCL	HEV #8748 NFH40 BAE
8639	1069274	Completed	ROAD CALL STOP SYSTEM LIGHT ON/NO START	10	STOP SYSTEM LIGHT ON	7381	JLI	1	5/21/2022 13:58	BUS-RDCL	HEV #8639 NFH40 BAE
8617	1067027	Completed	Bus Road Call Exhaust Leak REPEATER	10	Bus Road Call Exhaust Leak REPEATER	7381	JLI	1	5/17/2022 14:37	BUS-RDCL	HEV #8617 NFH40 Allison
8520	1066616	Completed	DRIVER SIDE SUN VISOR MISSING	10	DRIVER SIDE SUN VISOR MISSING	7381	JLI	1	5/16/2022 9:45	BUS-PULLIN	HEV #8520 ORION VII 30
8885	1057289	Completed	dest. signs inop.	10	dest. signs inop.	7381	JLI	3	5/9/2022 12:17	BUS-FV	HEV #8885 NFH40 Allison
8956	1056239	Completed	ROAD CALL NO POWER STEERING WHILE DRIVING	10	NO POWER STEERING WHILE DRIVING	7381	JLI	1	5/7/2022 13:13	BUS-RDCL	HEV #8956 NFH40 BAE
8516	1050582	Completed	ROAD CALL NOISE FROM FRONT OF COACH	10	ROAD CALL NOISE FROM FRONT OF COACH	7381	JLI	1	5/1/2022 13:09	BUS-RDCL	HEV #8516 ORION VII 30
8715	1048799	Completed	CHECK ENGINE LIGHT ON/ 4151, 4152	10	CHECK ENGINE LIGHT ON	7381	JLI	4.5	4/29/2022 12:55	BUS-FV	HEV #8715 NFH40 BAE
8621	1046413	Completed	ROAD CALL HORN IN-OP	10	HORN IN-OP	7381	JLI	0.6	4/25/2022 14:42	BUS-RDCL	HEV #8621 NFH40 Allison
8817	1042396	Completed	ROAD ALL INTERNAL CAMERA FALLEN OFF	10	INTERNAL CAMERA FALLEN OFF	7381	JLI	1	4/23/2022 13:26	BUS-RDCL	HEV #8817 NFH40 BAE
8717	1042381	Completed	ROAD CALL STOP SYSTEM/CHECK SYSTEM ON	10	ROAD CALL STOP SYSTEM/CHECK SYSTEM ON	7381	JLI	1	4/23/2022 10:37	BUS-RDCL	HEV #8717 NFH40 BAE
8503	1041958	Completed	CEL light on	10	CEL light on	7381	JLI	4	4/22/2022 12:48	BUS-FV	HEV #8503 ORION VII 30
8827	1037466	Completed	CEL REPEATER. Cummins 5655 - Aftertreatment 1 SCR Conversion Efficiency	10	CEL REPEATER. Cummins 5655 - Aftertreatment 1 SCR Conversion Efficiency	7381	JLI	4.5	4/19/2022 12:50	BUS-FV	HEV #8827 NFH40 Allison
8760	1036556	Completed	ROAD CALL LOW BATTERY ON	10	ROAD CALL LOW BATTERY WARNING ON	7381	JLI	1	4/16/2022 13:48	BUS-RDCL	HEV #8760 NFH40 BAE
8720	1036512	Completed	ROAD CALL INTERLOCK ON / COACH CAN'T MOVE	10	INTERLOCK ON / REAR DOOR OPEN ON	7381	JLI	1	4/16/2022 12:27	BUS-RDCL	HEV #8720 NFH40 BAE
8831	1036159	Completed	CHECK ENGINE LIGHT ON	10	CHECK ENGINE LIGHT ON	7381	JLI	2	4/15/2022 12:20	BUS-PULLIN	HEV #8831 NFH40 Allison
8722	1034950	Completed	ROAD CALL LOOSE CURB SIDE MIRROR	10	ROAD CALL CURB SIDE MIRROR LOOSE	7381	JLI	0.5	4/12/2022 14:40	BUS-RDCL	HEV #8722 NFH40 BAE
8847	1034919	Completed	Bus Road Call Open Interior Panel	10	Bus Road Call Open Interior Panel	7381	JLI	0.5	4/12/2022 14:31	BUS-RDCL	HEV #8847 NFH40 Allison
8624	1029889	Completed	STOP ENGINE LIGHT ON	10	STOP ENGINE LIGHT ON	7381	JLI	2.5	4/11/2022 11:48	BUS-FV	HEV #8624 NFH40 BAE
8931	1030154	Completed	ROAD CALL STOP SYSTEM ON / LOW POWER	10	STOP SYSTEM ON / LOW POWER	7381	JLI	1	4/10/2022 12:59	BUS-RDCL	HEV #8931 NFH40 BAE
8961	1030198	Completed	ROAD CALL NOISE FROM UNDER FRONT FLOOR AREA	10	NOISE COME FROM UNDER FRONT FLOOR AREA	7381	JLI	1	4/10/2022 12:50	BUS-RDCL	HEV #8961 NFH40 BAE
8861	1029139	Completed	ROAD CALL CHECK SYSTEM ON	10	CHECK SYSTEM ON	7381	JLI	1	4/9/2022 13:08	BUS-RDCL	HEV #8861 NFH40 Allison
8631	1029095	Completed	ROAD CALL COACH HAS NO POWER STEERING	10	NO POWER STEERING	7381	JLI	1	4/9/2022 9:08	BUS-RDCL	HEV #8631 NFH40 BAE
8519	1028814	Completed	ROAD CALL COACH HORN IN-OP	10	HORN IN-OP	7381	JLI	1	4/8/2022 12:30	BUS-RDCL	HEV #8519 ORION VII 30
8707	1028738	Completed	Wheel chair ramp inop	10	Wheel chair ramp inop/Repeater	7381	JLI	0.5	4/8/2022 12:24	BUS-RDCL	HEV #8707 NFH40 BAE
8704	1028705	Completed	ROAD CALL COACH HAS CHECK ENGINE WITH BATTERY LIGHT ON	10	CHECK ENGINE LIGHT / BATTERY LIGHT ON	7381	JLI	1	4/8/2022 12:22	BUS-RDCL	HEV #8704 NFH40 BAE
8602	1026755	Completed	SAFETY INSPECTION REAR DOORS CLOSED ON PASSENGER	10	SAFETY INSPECTION REAR DOORS CLOSED ON PASSENGER	7381	JLI	2	4/5/2022 12:06	BUS-RDCL	HEV #8602 NFH40 Allison
8869	1023446	Completed	CHECK ENGINE LIGHT	10	CHECK ENGINE LIGHT	7381	JLI	1.5	4/4/2022 12:10	BUS-PULLIN	HEV #8869 NFH40 Allison
8852	1023446	Completed	ROAD CALL BRAKE SYSTEM WARNING LIGHT ON	10	BRAKE SYSTEM WARNING LIGHT ON	7381	JLI	1.5	4/4/2022 9:35	BUS-PULLIN	HEV #8852 NFH40 Allison
8750	1023470	Completed	CHECK ENGINE LIGHT	10	CHECK ENGINE LIGHT	7381	JLI	1	4/3/2022 13:38	BUS-RDCL	HEV #8750 NFH40 BAE
8707	1024259	Completed	ROAD CALL LOUD NOISE FROM REAR ENGINE	10	LOUD NOISE FROM ENGINE AREA	7381	JLI	1.5	4/2/2022 11:58	BUS-PULLIN	HEV #8707 NFH40 BAE
8754	1019833	Completed	Fire Suppression Alarm.	10	Fire Suppression Alarm.	7381	JLI	3	3/29/2022 13:43	BUS-FV	HEV #8754 NFH40 BAE
8828	1016727	Completed	CHECK ENGINE LIGHT ON	10	CHECK ENGINE LIGHT ON	7381	JLI	2	3/28/2022 12:29	BUS-FV	HEV #8828 NFH40 Allison
8512	1016708	Completed	ROAD CALL BRAKE SYSTEM WARNING LIGHT ON	10	BRAKE SYSTEM WARNING LIGHT ON	7381	JLI	1	3/22/2022 13:03	BUS-RDCL	HEV #8512 ORION VII 30
8727	1015651	Completed	LOW COOLANT / CHECK ENGINE LIGHT ON.	10	LOW COOLANT / CHECK ENGINE LIGHT ON	7381	JLI	2	3/26/2022 9:35	BUS-PULLIN	HEV #8727 NFH40 BAE
8831	1014755	Completed	CHECK ENGINE- code 0383- 5177	10	CHECK ENGINE	7381	JLI	2	3/25/2022 13:54	BUS-PULLIN	HEV #8831 NFH40 Allison
8861	1014819	Completed	driver;" bike rack light on sensor missing".	10	driver;" bike rack light on sensor missing".	7381	JLI	2	3/25/2022 9:26	BUS-PULLIN	HEV #8861 NFH40 Allison
8706	1013108	Completed	check engine light on	10	REPLACE CHASSIS BATTERY	7381	JLI	1	3/22/2022 12:19	BUS-FV	HEV #8706 NFH40 BAE
8706	1013108	Completed	check engine light on	10	check engine light on	7381	JLI	1	3/22/2022 9:57	BUS-FV	HEV #8706 NFH40 BAE
8636	1012767	Completed	P/A IN-OP	10	P/A IN-OP	7381	JLI	1.5	3/21/2022 12:52	BUS-PULLIN	HEV #8636 NFH40 BAE
8602	1009771	Completed	ROAD CALL COOLANT LEAK	10	LEAKING COOLANT	7381	JLI	1.5	3/20/2022 13:17	BUS-RDCL	HEV #8602 NFH40 Allison
8527	1008711	Completed	ROAD CALL COACH ROLL BACK ON STEEP HILL AND FRONT OPEN BY ITSELF	10	COACH ROLL BACK ON HILL AND FRONT DOOR OPEN BY ITSELF	7381	JLI	1	3/19/2022 13:42	BUS-RDCL	HEV #8527 ORION VII 30
8650	1007365	Completed	Stop engine light on	10	Stop engine light on	7381	JLI	2	3/16/2022 20:41	BUS-PULLIN	HEV #8650 NFH40 BAE
8632	993622	Completed	Follow-up to Roadcall Driver states power steering went out/stop system light on	10	Driver states power steering went out/stop system light on	*	JLI	5	3/9/2022 13:47	BUS-RDCL	HEV #8632 NFH40 BAE
8652	998220	Completed	CHECK SYSTEM LIGHT ON	10	CHECK SYSTEM LIGHT ON	7381	JLI	6	3/8/2022 13:41	BUS-FV	HEV #8652 NFH40 BAE
8652	998220	Completed	CHECK SYSTEM LIGHT ON	10	CHECK SYSTEM LIGHT ON	7381	JLI	2	3/7/2022 9:14	BUS-FV	HEV #8652 NFH40 BAE
8947	994182	Completed	road call seat belt warning on	10	seat belt warning light on	7381	JLI	1	3/5/2022 13:18	BUS-RDCL	HEV #8947 NFH40 BAE
8853	993500	Completed	Check Engine Light ON (Coach Remaining in Service Per TWC)	10	Check Engine Light ON (Coach Remaining in Service Per TWC)	7381	JLI	1	3/22/2022 3:19	BUS-FV	HEV #8853 NFH40 Allison
8513	983959	Completed	W/C IN-OP	10	W/C IN-OP	7381	JLI	1	2/22/2022 14:00	BUS-FV	HEV #8513 ORION VII 30
8513	983959	Completed	W/C IN-OP	10	W/C IN-OP	7381	JLI	1	2/21/2022 14:00	BUS-FV	HEV #8513 ORION VII 30
8520	983697	Completed	w/c inop / no power going up hills	30	inop / no power going up hill	7381	JLI	1.5	2/21/2022 9:37	BUS-PULLIN	HEV #8520 ORION VII 30
8940	980513	Completed	ROAD CALL COACH'S HILL HOLDER IN-OP	10	remove starter & insp flywheel	7381	JLI	2	2/21/2022 9:37	BUS-PULLIN	HEV #8940 NFH40 BAE
8862	979180	Completed	Bus Road Call open exterior panel	10	HILL HOLDER IN-OP	7381	JLI	1	2/20/2022 13:55	BUS-RDCL	HEV #8862 NFH40 Allison
8661	973637	Completed	ROAD CALL COOLANT LEAK	10	Bus Road Call open exterior panel	7381	JLI	0.5	2/18/2022 8:01	BUS-RDCL	HEV #8661 NFH40 Allison

Work Order	Status	WO Description	WO Activity	Note	Trade	Employee	Hours	Date Entered	Standard WO	Equipment Desc.
8506	Completed	ROAD CALL COACH HAS NO AIR	10 NO AIR		7381	JLI	1	2/13/2022 13:57	BUS-RDCL	HEV #8506 ORION VII 30
8624	Completed	ROAD call rear door won't close	10 rear door won't close		7381	JLI	1	2/12/2022 13:54	BUS-RDCL	HEV #8624 NF440 BAE
8706	Completed	ROAD CALL FRONT DEFROSTER DOES NOT WORK	10 FRONT DEFROSTER DOES NOT WORK		7381	JLI	1	2/5/2022 9:31	BUS-RDCL	HEV #8706 NF440 BAE
8638	Completed	CEL 2636 VGT ACTUATOR ABNORMAL UPDATE RATE ACTIVE	10 CEL 2636 VGT ACTUATOR ABNORMAL UPDATE RATE ACTIVE		7381	JLI	1	2/4/2022 13:51	BUS-FW	HEV #8638 NF440 BAE
8873	Completed	BIKE RACK GRIP RELEASE HANDLE BROKEN	10 BIKE RACK GRIP RELEASE HANDLE BROKEN		7381	JLI	1	2/4/2022 7:16	BUS-PULLIN	HEV #8873 NF440 Allison
8511	Completed	ROAD CALL COACH HAS LOW HYDR LIGHT ON/ FRONT AIR BANK LEAKING AIR	10 ROAD CALL COACH HAS LOW HYDR LIGHT ON/ FRONT AIR BANK LEAKING AIR		7381	JLI	1	1/30/2022 10:20	BUS-RDCL	HEV #8511 ORION VII 30
959014	Completed	ROAD CALL SEAT BELT WARNING ON	10 SEAT BELT WARNING ON		7381	JLI	0.5	1/29/2022 10:48	BUS-RDCL	HEV #8667 NF440 Allison
8948	Completed	ROAD CALL COACH HAS NO POWER	10 COACH HAS NO POWER		7381	JLI	1	1/29/2022 10:38	BUS-RDCL	HEV #8948 NF440 BAE
8520	Completed	Bus Road Call Coolant leak	10 Bus Road Call Coolant leak		7381	JLI	1	1/28/2022 13:52	BUS-RDCL	HEV #8520 ORION VII 30
8716	Completed	Bus Road Call Stop System	10 Bus Road Call Stop System		7381	JLI	1	1/28/2022 8:01	BUS-RDCL	HEV #8716 NF440 BAE
8805	Completed	Bus Road Call 718 inspection	10 Bus Road Call 718 inspection		7381	JLI	0.5	1/27/2022 10:23	BUS-RDCL	HEV #8805 NF440 BAE
8729	Completed	Defroster Out	20 when folded up through		7381	JLI	1	1/25/2022 12:06	BUS-PULLIN	HEV #8729 NF440 BAE
8729	Completed	Defroster Out	10 Defroster Out		7381	JLI	3	1/25/2022 12:06	BUS-PULLIN	HEV #8729 NF440 BAE
8736	Completed	HAZARD LIGHT NOT WORK	10 HAZARD LIGHT IN-OP		7381	JLI	1	1/24/2022 7:55	BUS-PULLIN	HEV #8736 NF440 BAE
8842	Completed	CHECK SYSTEM/ CHECK ENGINE LIGHT ON	10 CHECK SYSTEM/ CHECK ENGINE LIGHT ON- REPLACE FUEL LIFT PUMP		7381	JLI	1.5	1/21/2022 7:48	BUS-FW	HEV #8842 NF440 Allison
8702	Completed	NO START/ CHECK ENGINE LIGHT ON	20 REPAIR DPM Assembly		7381	JLI	1	1/15/2022 13:57	BUS-PULLIN	HEV #8702 NF440 BAE
8702	Completed	NO START/ CHECK ENGINE LIGHT ON	20 REPLACE ESS Assembly		7381	JLI	2.5	1/15/2022 13:57	BUS-PULLIN	HEV #8702 NF440 BAE
8706	Completed	road call driver seat belt stuck	10 driver seat belt stuck		7381	JLI	1	1/9/2022 13:24	BUS-RDCL	HEV #8706 NF440 BAE
8802	Completed	road call low air	10 low air/leak air		7381	JLI	1	1/9/2022 9:35	BUS-RDCL	HEV #8802 NF440 BAE
8872	Completed	road call coach battery compartment loose	10 road call coach battery compartment door loose		7381	JLI	1	1/8/2022 10:16	BUS-RDCL	HEV #8872 NF440 Allison
8616	Completed	SRI707 Mid-Life Overhaul Campaign	20 Replace DPM Assembly		7381	JLI	3	1/7/2022 13:30	BUS-SRI707-MID-LIFE	HEV #8616 NF440 Allison
8616	Completed	SRI707 Mid-Life Overhaul Campaign	20 Replace ESS Assembly		7381	JLI	3	1/7/2022 13:30	BUS-SRI707-MID-LIFE	HEV #8616 NF440 Allison
8727	Completed	check engine sample light on-REGEN NEEDED	10 check engine sample light on- REGEN NEEDED		7381	JLI	1	1/4/2022 13:39	BUS-PULLIN	HEV #8727 NF440 BAE
8711	Completed	CHECK ENGINE LIGHT	10 CHECK ENGINE LIGHT		7381	JLI	2	1/4/2022 10:01	BUS-PULLIN	HEV #8711 NF440 BAE
8509	Completed	ROAD CALL FOLLOW UP LOW POWER CHECK ENGINE LIGHT	10 LOW POWER CHECK ENGINE LIGHT		7381	JLI	3	1/1/2022 9:39	BUS-RDCL	HEV #8509 ORION VII 30
8658	Completed	ALL SIGNS IN-OP	20 DRIVER CAM IN-OP		7381	JLI	0.5	1/1/2022 7:59	BUS-PULLIN	HEV #8658 NF440 BAE
8916	Completed	road call Hill Holder IN-OP	10 road call Hill Holder IN-OP		7381	JLI	1	1/1/2022 11:39	BUS-RDCL	HEV #8916 NF440 BAE
8858	Completed	DESTINATION/RUN SIGN IN-OP	20 DRIVER CAM IN-OP		7381	JLI	1	12/31/2021 13:29	BUS-RDCL	HEV #8858 NF440 Allison
8858	Completed	DESTINATION/RUN SIGN IN-OP	20 DESTINATION/RUN SIGN IN-OP		7381	JLI	0.5	12/31/2021 9:59	BUS-PULLIN	HEV #8858 NF440 Allison
8815	Completed	DRIVER HEATER BLOW COLD AIR	10 DRIVER HEATER BLOW COLD AIR		7381	JLI	2.5	12/29/2021 14:00	BUS-PULLIN	HEV #8815 NF440 BAE
8733	Completed	LOW COOLANT	10 LOW COOLANT		7381	JLI	1	12/28/2021 11:39	BUS-FW	HEV #8733 NF440 BAE
8624	Completed	MISSING DMAS INDICATOR	10 MISSING DMAS INDICATOR		7381	JLI	1	12/28/2021 8:52	BUS-FW	HEV #8624 NF440 BAE
8732	Completed	Bus Road Call Coach leaking	10 Bus Road Call Coach leaking		7381	JLI	1	12/27/2021 13:40	BUS-RDCL	HEV #8732 NF440 BAE
8848	Completed	Bus Road Call coach raises at stops/ air leak	10 coach raises at stops/ air leak		7381	JLI	1	12/27/2021 9:35	BUS-RDCL	HEV #8848 NF440 Allison
8637	Completed	stop system/battery light on	10 road call stop system on		7381	JLI	1	12/25/2021 14:13	BUS-RDCL	HEV #8637 NF440 Allison
8896	Completed	road call steering shaking during high speed braking	10 road call steering shaking during high speed braking		7381	JLI	1	12/24/2021 13:05	BUS-RDCL	HEV #8896 NF440 Allison
8840	Completed	road call coach shaking during braking	10 road call coach shaking during braking		7381	JLI	1	12/24/2021 9:17	BUS-RDCL	HEV #8840 NF440 Allison
8629	Completed	CEL/ HAD TO JUMPSTART IN YARD	10 CEL/ HAD TO JUMPSTART IN YARD		7381	JLI	1	12/22/2021 13:01	BUS-FW	HEV #8629 NF440 BAE
8856	Completed	right wiper arm stay on	30 repair broken bolt		7381	JLI	1	12/22/2021 10:18	BUS-PULLIN	HEV #8856 NF440 Allison
8856	Completed	right wiper arm stay on	20 C/S pull cord broken		7381	JLI	0.5	12/22/2021 10:17	BUS-PULLIN	HEV #8856 NF440 Allison
8856	Completed	right wiper arm stay on	10 right side wiper stay on		7381	JLI	1	12/22/2021 10:17	BUS-PULLIN	HEV #8856 NF440 Allison
8628	Completed	SEAT BELT KNOTTED	20 OVERHEAD COMPARTMENT LATCH NOT WORKING		7381	JLI	0.3	12/22/2021 7:46	BUS-PULLIN	HEV #8628 NF440 BAE
8720	Completed	SEAT BELT KNOTTED	10 SEAT BELT KNOTTED		7381	JLI	0.5	12/22/2021 7:46	BUS-PULLIN	HEV #8720 NF440 BAE
8873	Completed	R&R TURBO ASSEMBLY// CHECK ENG LIGHT ON	10 CHECK ENG LIGHT ON/ VGT CODES		7381	JLI	2	12/22/2021 12:31	BUS-FW	HEV #8873 NF440 Allison
8852	Completed	CHECK SYSTEM LIGHT ON	10 CHECK SYSTEM LIGHT ON		7381	JLI	1	12/21/2021 9:34	BUS-FW	HEV #8852 NF440 Allison
8601	Completed	COOLANT LEAK ENGINE COMPARTMENT	10 COOLANT LEAK ENGINE COMPARTMENT		7381	JLI	4	12/20/2021 12:02	BUS-FW	HEV #8601 NF440 BAE
8636	Completed	road call check system light on	10 road call check system light on		7381	JLI	1	12/19/2021 13:55	BUS-RDCL	HEV #8636 NF440 BAE
8833	Completed	CHECK ENGINE LIGHT ON	10 CHECK ENGINE LIGHT ON		7381	JLI	3.5	12/17/2021 11:15	BUS-FW	HEV #8833 NF440 Allison
8833	Completed	Bus Road Call CEL	10 Bus Road Call CEL		7381	JLI	1	12/19/2021 12:41	BUS-RDCL	HEV #8833 NF440 Allison
8748	Completed	Bus Road Call Left headlight out	10 Bus Road Call Left headlight out		7381	JLI	1	12/19/2021 8:07	BUS-RDCL	HEV #8748 NF440 BAE
8623	Completed	road call coach has check system/stop system light on/ no power	10 road call coach has no power no start		7381	JLI	1	12/17/2021 7:50	BUS-RDCL	HEV #8623 NF440 Allison
8860	Completed	road call coach has check engine light on	10 check system/stop system light on		7381	JLI	1	12/14/2021 8:26	BUS-RDCL	HEV #8860 NF440 Allison
8860	Completed	road call coach has check engine light on	10 check engine light on		7381	JLI	1	11/28/2021 7:55	BUS-RDCL	HEV #8860 NF440 Allison
8805	Completed	road call driver's seat belt stuck.	10 driver seat belt stuck		7381	JLI	1	11/27/2021 15:02	BUS-RDCL	HEV #8805 ORION VII 30
8619	Completed	road call curb side mirror broken	10 curb side mirror broken		7381	JLI	1	11/27/2021 10:41	BUS-RDCL	HEV #8619 NF440 Allison
8889	Completed	COOLANT LEAK AT FRONT OF COACH UNDER DRIVER COMPARTMENT	10 COOLANT LEAK AT FRONT OF COACH UNDER NEATHER DRIVER COMPARTMENT		7381	JLI	1	11/27/2021 10:15	BUS-FW	HEV #8889 NF440 Allison

Equipment	Work Order	Status	WO Description	WO Activity	Note	Trade	Employee	Hours	Date Entered	Standard WO	Equipment Desc.
8708	890732	Completed	road call coach won't start	10	coach won't start with stop system/check system light on	7381	JLI	1	11/21/2021 14:23	BUS-RDCL	HEV #8708 NF440 BAE
8708	890732	Completed	road call coach won't start	10	coach won't start with stop system/check system light on	7381	JLI	1	11/21/2021 14:23	BUS-RDCL	HEV #8708 NF440 BAE
8878	889477	Completed	Bus Road Call CEL and DEF light	10	Bus Road Call CEL and DEF light	7381	JLI	0.5	11/19/2021 13:59	BUS-RDCL	HEV #8878 NF440 Allison
8649	887676	Completed	Front overhead sun visor not secured	10	Front overhead sun visor not secured	7381	JLI	2	11/18/2021 9:12	BUS-PULLIN	HEV #8649 NF440 BAE
8736	886081	Completed	R/S tail light lens been pushed in	10	R/S tail light lens been pushed in	7381	JLI	0.5	11/15/2021 6:53	BUS-FW	HEV #8736 NF440 BAE
8510	885133	Completed	road call front door won't open	10	road call front door won't open	7381	JLI	0.3	11/14/2021 13:17	BUS-RDCL	HEV #8510 ORION VII 30
8505	881539	Completed	CHECK SYSTEM LIGHT	10	CHECK SYSTEM LIGHT	7381	JLI	3	11/13/2021 10:20	BUS-PULLIN	HEV #8505 NF440 BAE
8503	881325	Completed	road call yellow light on	10	road call yellow light on	7381	JLI	0.5	11/12/2021 13:53	BUS-RDCL	HEV #8503 ORION VII 30
8881	881292	Completed	road call coach had accident	10	road call coach had accident	7381	JLI	0.5	11/12/2021 12:43	BUS-RDCL	HEV #8881 NF440 Allison
8804	881227	Completed	road call coach cut off few times without any warning light	10	coach cut off	7381	JLI	0.3	11/12/2021 10:33	BUS-RDCL	HEV #8804 NF440 BAE
8824	878745	Completed	check engine light on	10	check engine light on	7381	JLI	2.5	11/8/2021 10:29	BUS-FW	HEV #8824 NF440 Allison
8521	874674	Completed	road call stop system light / system HV light on	10	road call stop system / HV system light on	7381	JLI	1	11/6/2021 9:55	BUS-RDCL	HEV #8521 ORION VII 30
8872	868800	Completed	road call frangible glass broken	10	road call frangible glass broken	7381	JLI	1	10/31/2021 12:48	BUS-RDCL	HEV #8872 NF440 Allison
8519	865129	Completed	road call no start / no power	10	road call no start / no power	7381	JLI	1.5	10/24/2021 10:31	BUS-RDCL	HEV #8519 ORION VII 30
8513	860084	Completed	road call operator's barrier door won't open	10	road call operator barrier door latch broken	7381	JLI	0.5	10/23/2021 9:00	BUS-RDCL	HEV #8513 ORION VII 30
8829	850476	Completed	CHECK ENGINE / CHECK SYSTEM LIGHT ON	10	CHECK ENGINE / CHECK SYSTEM LIGHT ON	7381	JLI	2.5	10/19/2021 10:12	BUS-FW	HEV #8829 NF440 Allison
8869	844540	Completed	Bus Road Call Heater Control Knob Missing	10	Bus Road Call Heater Control Knob Missing	7381	JLI	0.5	10/15/2021 10:23	BUS-RDCL	HEV #8869 NF440 Allison
8702	844490	Completed	Bus Road Call Fire Suppression Alarm	10	Bus Road Call Fire Suppression Alarm	7381	JLI	1	10/5/2021 8:54	BUS-RDCL	HEV #8702 NF440 BAE
8514	838889	Completed	No power / Loss of power	10	No power / Loss of power	7381	JLI	2.5	10/1/2021 12:01	BUS-PULLIN	HEV #8514 ORION VII 30
8646	837269	Completed	Bus Road Call Coach Losing Air / No Power Steering	10	Bus Road Call Coach Losing Air / No Power Steering	7381	JLI	1	9/28/2021 10:02	BUS-RDCL	HEV #8646 NF440 BAE
8894	833518	Completed	road call check system and stop system light on	10	check system / stop system light on	7381	JLI	1	9/26/2021 8:47	BUS-RDCL	HEV #8894 NF440 Allison
8800	830684	Completed	CHECK ENGINE LIGHT ON	10	CHECK ENGINE LIGHT ON	7381	JLI	2	9/21/2021 9:02	BUS-FW	HEV #8800 NF440 BAE
8639	827044	Completed	road call coach steering wheel loose	10	coach steering wheel loose	7381	JLI	1	9/19/2021 13:39	BUS-RDCL	HEV #8639 NF440 BAE
8514	827008	Completed	road call coach lost air	10	coach lost air	7381	JLI	1	9/19/2021 9:09	BUS-RDCL	HEV #8514 ORION VII 30
8932	816665	Completed	ROAD CALL - coach has check system / stop system on	10	check system / stop system on	7381	JLI	1	9/8/2021 13:11	BUS-RDCL	HEV #8932 NF440 BAE
8895	815446	Completed	SEAT BELT ALARM	10	SEAT BELT ALARM	7381	JLI	1.5	9/7/2021 7:57	BUS-PULLIN	HEV #8895 NF440 Allison
8717	811417	Completed	road call incline mode in-operate	10	coach incline mode in-op	7381	JLI	1	9/5/2021 8:05	BUS-RDCL	HEV #8717 NF440 BAE
8886	810464	Completed	road call coach has check engine light on (repeater)	10	check engine light on ---repeater	7381	JLI	1	9/4/2021 9:24	BUS-RDCL	HEV #8886 NF440 Allison
8702	810089	Completed	CHECK SYSTEM LIGHT ON	10	CHECK SYSTEM LIGHT ON	7381	JLI	1	9/3/2021 7:14	BUS-FW	HEV #8702 NF440 BAE
8842	808697	Completed	Bus Road Call Brake Drag Alert	10	Bus Road Call Brake Drag Alert	7381	JLI	1	8/31/2021 12:53	BUS-RDCL	HEV #8842 NF440 Allison
8701	801909	Completed	Bus Road Call Check Engine Light / Smoke From Engine	10	Bus Road Call Check Engine Light / Smoke From Engine	7381	JLI	1	8/30/2021 11:53	BUS-PULLIN	HEV #8701 NF440 BAE
8704	801486	Completed	rear door hesitate/interlock	10	rear door hesitate/interlock	7381	JLI	2	8/24/2021 11:39	BUS-RDCL	HEV #8704 NF440 BAE
8853	797554	Completed	road call driver seat belt stuck	10	driver seat belt stuck	7381	JLI	1	8/22/2021 11:39	BUS-RDCL	HEV #8853 NF440 Allison
8719	797524	Completed	road call coach front suspension too low	10	road call front suspension too low	7381	JLI	1	8/22/2021 8:18	BUS-RDCL	HEV #8719 NF440 BAE
8623	794163	Completed	BREKA PEDAL PAD BROKEN	10	BREKA PEDAL PAD BROKEN	7381	JLI	1	8/17/2021 6:59	BUS-FW	HEV #8623 NF440 Allison
8628	789607	Completed	road call stop system/check system light	10	road call stop system / check system light on	7381	JLI	1.5	8/14/2021 14:45	BUS-RDCL	HEV #8628 NF440 BAE
8615	788253	Completed	REPEATER CEL/COACH STALLS NO POWER	10	REPEATER CEL/COACH STALLS NO POWER	7381	JLI	3	8/13/2021 13:15	BUS-RDCL	HEV #8615 NF440 Allison
8838	789246	Completed	ENGINE OIL SAMPLE LINE LEAKING OIL	10	ENGINE OIL SAMPLE LINE LEAKING OIL	7381	JLI	1	8/13/2021 9:01	BUS-FW	HEV #8838 NF440 Allison
8838	789220	Completed	REAR DESTINATION SIGN DOES NOT WORK	20	REAR DESTINATION SIGN DOES NOT WORK	7381	JLI	0.5	8/13/2021 7:01	BUS-PULLIN	HEV #8838 NF440 Allison
8885	783732	Completed	road call coach internal panel loose	10	internal panel loose	7381	JLI	0.5	8/8/2021 7:56	BUS-RDCL	HEV #8885 NF440 Allison
8526	782448	Completed	R&R PCS ASSEMBLY	10	no power	7381	JLI	2	8/6/2021 13:47	BUS-RDCL	HEV #8526 ORION VII 30
8757	780184	Completed	Bus Road Call - CEL: Noise From Engine (Possible Radiator Fan)	10	Bus Road Call Loud Noise From Engine (Possible Radiator Fan)	7381	JLI	1	8/4/2021 12:42	BUS-RDCL	HEV #8757 NF440 BAE
8806	779706	Completed	Bus Road Call Smoke Front Right Side (Brakes)	10	Bus Road Call Smoke Front Right Side (Brakes)	7381	JLI	1	8/2/2021 11:31	BUS-RDCL	HEV #8806 NF440 BAE
8639	779447	Completed	Bus Road Call Neutral Button Fell Off	10	Bus Road Call Neutral Button Fell Off	7381	JLI	0.5	8/2/2021 8:37	BUS-RDCL	HEV #8639 NF440 BAE
8626	779423	Completed	Bus Road Call Rear Door Won't Close	10	Bus Road Call Rear Door Won't Close	7381	JLI	1	8/2/2021 8:28	BUS-RDCL	HEV #8626 NF440 BAE
8854	775424	Completed	road call rear door won't close	10	rear door won't close	7381	JLI	1	7/31/2021 8:24	BUS-RDCL	HEV #8854 NF440 Allison
8649	772759	Completed	CHECK ENGINE LIGHT ON	10	CHECK ENGINE LIGHT ON	7381	JLI	1	7/27/2021 12:50	BUS-PULLIN	HEV #8649 NF440 BAE
8626	768701	Completed	DESTINATION SIGNS IN-OP	30	DEF cap leaking fluid	7381	JLI	0.5	7/26/2021 12:04	BUS-PULLIN	HEV #8626 NF440 BAE
8626	768701	Completed	DESTINATION SIGNS IN-OP	20	shift selector missing D button	7381	JLI	0.5	7/26/2021 12:03	BUS-PULLIN	HEV #8626 NF440 BAE
8626	768701	Completed	DESTINATION SIGNS IN-OP	20	DESTINATION SIGNS IN-OP	7381	JLI	1.5	7/26/2021 12:01	BUS-PULLIN	HEV #8626 NF440 BAE
8832	766787	Completed	INF CONNECT-5685 Hybrid code and Traction control code	10	INF CONNECT-5685 Hybrid code and Traction control code	7381	JLI	2.5	7/23/2021 13:21	BUS-NFC-FAULTS	HEV #8832 NF440 Allison
8901	766044	Completed	Check engine light on	10	Check engine light on	7381	JLI	3	7/21/2021 9:19	BUS-FW	HEV #8901 NF440 Allison
8659	765734	Completed	Bus Road Call Check Engine / Check System	10	Bus Road Call Check Engine / Check System	7381	JLI	1	7/20/2021 9:23	BUS-RDCL	HEV #8659 NF440 BAE
8858	761425	Completed	CURB SIDE MIRROR BROKEN	10	CURB SIDE MIRROR BROKEN	7381	JLI	2	7/19/2021 8:50	BUS-PULLIN	HEV #8858 NF440 Allison
8641	761109	Completed	head light does not work	10	head light does not work	7381	JLI	1	7/17/2021 9:54	BUS-RDCL	HEV #8641 NF440 BAE
8728	759559	Completed	Bus Road Call Left Exterior Panel Open	10	Bus Road Call Left Exterior Panel Open	7381	JLI	0.5	7/13/2021 10:11	BUS-RDCL	HEV #8728 NF440 BAE
8645	756100	Completed	rear door open light in /P with doors close	60	AIR COMPRESSOR HV CABLE RUBBING TO FRAME	7381	JLI	1	7/12/2021 12:04	BUS-PULLIN	HEV #8645 NF440 BAE
8645	756100	Completed	rear door open light in /P with doors close	50	P PANEL DIMMY AND NOT ABLE TO SEE CLEARLY	7381	JLI	2	7/12/2021 11:59	BUS-PULLIN	HEV #8645 NF440 BAE
8645	756100	Completed	rear door open light in /P with doors close	30	FUEL DOOR SHOCK LEAKING / LOOSE	7381	JLI	0.5	7/12/2021 11:57	BUS-PULLIN	HEV #8645 NF440 BAE
8645	756100	Completed	rear door open light in /P with doors close	20	DRIVERS DOOR BARRIER LATCH NOT WORKING PROPERLY	7381	JLI	0.5	7/12/2021 11:57	BUS-PULLIN	HEV #8645 NF440 BAE
8645	756100	Completed	rear door open light in /P with doors close	10	REAR DOOR ,STUCK ,INTERLOCK ON	7381	JLI	0.5	7/12/2021 11:54	BUS-PULLIN	HEV #8645 NF440 BAE

Work Order	Status	WO Description	WO Activity	Note	Trade	Employee	Hours	Date Entered	Standard WO	Equipment Desc.
8634	Completed	check engine light on	10	check engine light on	7381	JLI	2.5	7/10/2021 13:44	BUS-PULLIN	HEV #8634 NFH40 BAE
8778	Completed	Bus Road Call Park Brake Unset Alarm	10	Bus Road Call Park Brake Unset Alarm	7381	JLI	0.5	7/19/2021 7:28	BUS-RDCL	HEV #8778 NFH40 BAE
8724	Completed	Bus Road Call Rear Compartment Door Open	10	Bus Road Call Rear Compartment Door Open	7381	JLI	0.5	7/17/2021 12:57	BUS-RDCL	HEV #8724 NFH40 BAE
8894	Completed	Bus Road Call No Start (Repeater)	10	Bus Road Call No Start (Repeater)	7381	JLI	1	7/15/2021 12:06	BUS-RDCL	HEV #8894 NFH40 Allison
8655	Completed	Bus Road Call PA Announcement Volume To Loud	10	Bus Road Call PA Announcement Volume To Loud	7381	JLI	0.2	7/15/2021 8:09	BUS-RDCL	HEV #8655 NFH40 BAE
8614	Completed	road call coach has no power/ out off	10	no power/cut off	7381	JLI	1	7/15/2021 13:02	BUS-RDCL	HEV #8614 NFH40 Allison
8800	Completed	road call coach pull to right	10	coach pull to right on uneven road	7381	JLI	0.5	7/13/2021 8:53	BUS-RDCL	HEV #8800 NFH40 Allison
8455	Completed	road call coach leaking coolant	10	leaking coolant	7381	JLI	0.5	7/30/2021 14:08	BUS-FW	HEV #8455 NFH40 BAE
8455	Completed	fault codes 3232,2771,4151,4152	10	check engine light on	7381	JLI	2	6/30/2021 7:58	BUS-RDCL	HEV #8455 NFH40 Allison
8668	Completed	road call coach won't start	10	road call coach no start	7381	JLI	1	6/26/2021 17:56	BUS-RDCL	HEV #8668 NFH40 Allison
8724	Completed	Bus Road Call 718 - Driver's Mirror Hanging	10	Bus Road Call 718 - Driver's Mirror Hanging	7381	JLI	0.5	6/25/2021 8:27	BUS-RDCL	HEV #8724 NFH40 BAE
8900	Completed	Bus Road Call Check Engine Light	10	Bus Road Call Check Engine Light	7381	JLI	0.5	6/22/2021 10:25	BUS-RDCL	HEV #8900 NFH40 Allison
8515	Completed	Bus Road Call Low Air / Alarm Going Off	10	Bus Road Call Low Air / Alarm Going Off	7381	JLI	0.5	6/22/2021 8:03	BUS-RDCL	HEV #8515 ORION VII 30
8529	Completed	road call horn intermittent stay on	10	horn intermittently stay on	7381	JLI	1	6/20/2021 9:08	BUS-RDCL	HEV #8529 ORION VII 30
8631	Completed	Stop system light is on	10	stop system light on	7381	JLI	1	6/19/2021 13:52	BUS-FW	HEV #8631 NFH40 BAE
8701	Completed	NO START	10	NO START	7381	JLI	2.5	6/19/2021 9:50	BUS-PULLIN	HEV #8701 NFH40 BAE
8728	Completed	rear door won't open	10	rear door won't open	7381	JLI	3	6/18/2021 12:22	BUS-FW	HEV #8728 NFH40 BAE
8606	Completed	S&I 707 Mid-Life Overhaul Campaign	20	Replace ESS assembly	7381	JLI	6	6/17/2021 12:25	BUS-S&I707-MID-LIFE	HEV #8606 NFH40 Allison
8643	Completed	LOW COOLANT	20	NO WINDSHIELD NOT COME OUT	7381	JLI	1	6/15/2021 10:03	BUS-PULLIN	HEV #8643 NFH40 BAE
8851	Completed	Bus Road Call Coach Rear End Low	10	Bus Road Call Coach Rear End Low	7381	JLI	0.5	6/14/2021 13:23	BUS-RDCL	HEV #8851 NFH40 Allison
8524	Completed	road call driver barrier won't open	10	road call driver barrier won't open	7381	JLI	0.5	6/12/2021 13:01	BUS-RDCL	HEV #8524 ORION VII 30
8506	Completed	Bus Road Call Hill Holder B/O	10	Bus Road Call Hill Holder B/O	7381	JLI	1	6/11/2021 10:33	BUS-RDCL	HEV #8506 ORION VII 30
8755	Completed	Bus Road Call Farebox Alarm	10	Bus Road Call Farebox Alarm	7381	JLI	0.5	6/11/2021 10:19	BUS-RDCL	HEV #8755 NFH40 BAE
8854	Completed	Follow-up to Roadcall Front Defroster Heater B/O	10	Follow-up to Roadcall Front Defroster Heater B/O	*	JLI	1.5	6/8/2021 13:59	BUS-RDCL	HEV #8854 NFH40 Allison
8848	Completed	HORN DOES NOT WORK	10	HORN DOES NOT WORK	7381	JLI	2	6/8/2021 9:31	BUS-PULLIN	HEV #8848 NFH40 Allison
8924	Completed	CHECK SYSTEM LIGHT ON: TOWED FROM SAN JOSE	40	REPLACE BATTERY	7381	JLI	2	6/7/2021 9:56	BUS-PULLIN	HEV #8924 NFH40 BAE
8656	Completed	ENGINE NOISY WHEN GOING UP HILL	10	ENGINE NOISY WHEN GOING UP HILL	7381	JLI	4	6/5/2021 12:27	BUS-PULLIN	HEV #8656 NFH40 BAE
8641	Completed	03-06 Controller #6 Comm	10	03-06 Controller #6 Comm	7381	JLI	3	6/5/2021 13:28	BUS-NFC-FAULTS	HEV #8641 NFH40 BAE
8848	Completed	CHECK ENGINE LIGHT ON	10	CHECK ENGINE LIGHT ON	7381	JLI	2.5	6/2/2021 9:25	BUS-FW	HEV #8848 NFH40 Allison
8740	Completed	road call coach has broken frangible glass	10	road call coach has broken frangible glass	7381	JLI	0.5	5/29/2021 14:07	BUS-RDCL	HEV #8740 NFH40 BAE
8728	Completed	road call coach 8728 accident	10	road call coach had a accident	7381	JLI	0.5	5/29/2021 13:55	BUS-RDCL	HEV #8728 NFH40 Allison
8892	Completed	road call coach 8892 light front wheel/brake makes noise	10	road call coach light front wheel/brake noise	7381	JLI	0.5	5/29/2021 12:47	BUS-RDCL	HEV #8892 NFH40 Allison
8633	Completed	ROAD CALL COACH WON'T MOVE	10	road call coach won't move	7381	JLI	1	5/29/2021 9:41	BUS-RDCL	HEV #8633 NFH40 BAE
8779	Completed	Bus Road Call Fire Suppression Alarm	10	Bus Road Call Fire Suppression Alarm	7381	JLI	0.5	5/28/2021 12:59	BUS-RDCL	HEV #8779 NFH40 BAE
8710	Completed	Bus Road Call Engine Fan Fault Alarm Light	10	Bus Road Call Engine Fan Fault Alarm Light	7381	JLI	0.5	5/28/2021 9:36	BUS-RDCL	HEV #8710 NFH40 BAE
8825	Completed	frangible glass broken	10	frangible glass broken	7381	JLI	1	5/26/2021 7:32	BUS-FW	HEV #8825 NFH40 Allison
8897	Completed	STEERING WHEEL HAS A BIG CUT	10	STEERING WHEEL HAS A BIG CUT	7381	JLI	1.5	5/25/2021 12:32	BUS-PULLIN	HEV #8897 NFH40 Allison
8877	Completed	HAZARD LIGHT IN-OP	10	HAZARD LIGHT IN-OP	7381	JLI	1	5/25/2021 10:03	BUS-PULLIN	HEV #8877 NFH40 Allison
8523	Completed	DRIVER SEAT BELT DEFECT	10	DRIVER SEAT BELT DEFECT	7381	JLI	1	5/25/2021 7:51	BUS-FW	HEV #8523 ORION VII 30
8828	Completed	REAR ENGINE ACCESS DOOR WON'T CLOSE	10	REAR ENGINE ACCESS DOOR HARD TO CLOSE	7381	JLI	1	5/25/2021 7:07	BUS-FW	HEV #8828 NFH40 Allison
8850	Completed	NEW FLYER CONNECT NOT COMMUNICATING	10	NEW FLYER CONNECT NOT COMMUNICATING	7381	JLI	2	5/22/2021 9:34	BUS-FW	HEV #8850 NFH40 Allison
8656	Completed	NF CONNECT FAULTS:1885_ INT NOX	10	EN:1885_ INT NOX - Volt. below Normal, or Shorted	7381	JLI	2	5/20/2021 13:03	BUS-NFC-FAULTS	HEV #8656 NFH40 BAE
8717	Completed	NF CONNECT FAULTS	30	chassis battery fails load test	7381	JLI	1	5/17/2021 13:41	BUS-NFC-FAULTS	HEV #8717 NFH40 BAE
8717	Completed	NF CONNECT FAULTS	20	4151 aftertreatment diesel particulate filter temperature sensor module abnormal update rate	7381	JLI	2	5/17/2021 13:40	BUS-NFC-FAULTS	HEV #8717 NFH40 BAE
8717	Completed	NF CONNECT FAULTS	10	4152 Aftertreatment SCR temp sensor module abnormal update rate	7381	JLI	2.5	5/17/2021 13:40	BUS-NFC-FAULTS	HEV #8717 NFH40 BAE
8511	Completed	HORN IN-OP	20	horn in-op	7381	JLI	0.1	5/15/2021 13:00	BUS-PULLIN	HEV #8511 ORION VII 30
8511	Completed	HORN IN-OP	20	horn in-op	7381	JLI	2	5/15/2021 13:00	BUS-PULLIN	HEV #8511 ORION VII 30
8890	Completed	CHECK ENGINE LIGHT ON	20	DEF cap leaking fluid	7381	JLI	0.5	5/15/2021 12:49	BUS-PULLIN	HEV #8890 NFH40 Allison
8890	Completed	CHECK ENGINE LIGHT ON	10	check engine light on	7381	JLI	3	5/15/2021 12:49	BUS-PULLIN	HEV #8890 NFH40 Allison
8720	Completed	ROAD CALL REAR DOOR OPEN WARNING LIGHT ON	20	EMERGENCY RELEASE VALVE GLASS BROKEN	7381	JLI	0.5	5/12/2021 15:06	BUS-RDCL	HEV #8720 NFH40 BAE
8720	Completed	ROAD CALL REAR DOOR OPEN WARNING LIGHT ON	10	ROAD CALL REAR DOOR OPEN WARNING LIGHT ON	7381	JLI	0.5	5/12/2021 15:06	BUS-RDCL	HEV #8720 NFH40 BAE
8894	Completed	Bus Road Call No Start	10	road call No Start	7381	JLI	0.5	5/12/2021 13:18	BUS-RDCL	HEV #8894 NFH40 Allison
8821	Completed	NF CONNECT FAULTS- ESS HIGH CELL VOLTAGE	30	R&R CONTACTS	7381	JLI	1	5/11/2021 13:41	BUS-NFC-FAULTS	HEV #8821 NFH40 Allison
8821	Completed	NF CONNECT FAULTS- ESS HIGH CELL VOLTAGE	10	R&R BATTERY MODULES	7381	JLI	6	5/10/2021 13:26	BUS-RDCL	HEV #8821 NFH40 BAE
8926	Completed	Bus Road Call CEL / Charging System	10	road call check engine light on	7381	JLI	0.5	5/10/2021 13:26	BUS-RDCL	HEV #8926 NFH40 BAE
8512	Completed	road call coach leaking coolant	10	road call coach is leaking coolant	7381	JLI	0.5	5/9/2021 7:58	BUS-RDCL	HEV #8512 ORION VII 30
8734	Completed	Bus Road Call Won't Go Into Gear	10	road call coach won't go into gear	7381	JLI	0.5	5/7/2021 14:04	BUS-RDCL	HEV #8734 NFH40 BAE
8817	Completed	CHECK ENGINE LIGHT	10	CHECK ENGINE LIGHT ON	7381	JLI	3	5/3/2021 10:18	BUS-FW	HEV #8817 NFH40 BAE
8525	Completed	ABS light on	10	ABS light on	7381	JLI	4	5/1/2021 13:17	BUS-PULLIN	HEV #8525 ORION VII 30
8612	Completed	Follow-up to Roadcall brakes, excessive pedal pressure on hills	20	REPLACE BRAKE APPLICATION VALVE E-6	7381	JLI	4	4/30/2021 13:00	BUS-PULLIN	HEV #8612 NFH40 Allison
8602	Completed	Follow-up to Roadcall Low Air Pressure	10	INSTALL REAR WHEEL AXLES	*	JLI	1	4/28/2021 13:48	BUS-PULLIN	HEV #8602 ORION VII 30

Equipment	Work Order	Status	WO Description	WO Activity	Note	Trade	Employee	Hours	Date Entered	Standard WO	Equipment Desc.
8865	684080	Completed	Knots in seat belts	10	Knots in wheelchair seat belts	7381	JLI	1	4/28/2021 10:14	BUS-FY	HEV #8865 NFH40 Allison
8827	683632	Completed	R/R CLEARANCE LAMP CRACKED	20	MISSING INTERIOR MAX HEIGHT 10'10" STICKER	7381	JLI	0.5	4/27/2021 13:00	BUS-FY	HEV #8827 NFH40 Allison
8827	683632	Completed	R/R CLEARANCE LAMP CRACKED	20	R/R CLEARANCE LAMP CRACKED	7381	JLI	0.5	4/27/2021 12:52	BUS-FY	HEV #8827 NFH40 Allison
8807	683558	Completed	EMERGENCY BOX LATCH BROKEN	10	EMERGENCY BOX LATCH BROKEN	7381	JLI	0.5	4/27/2021 9:33	BUS-FY	HEV #8807 NFH40 BAE
8885	683312	Completed	STREET SIDE MIRROR BROKEN	10	STREET SIDE MIRROR BROKEN	7381	JLI	1	4/27/2021 7:48	BUS-FY	HEV #8885 NFH40 Allison
8611	682501	Completed	KNEELER OPERATION IN-OP	2	Kneeler operation in-op	7381	JLI	2	4/26/2021 14:05	BUS-FY	HEV #8611 NFH40 Allison
8616	681891	Completed	LEFT TURN SIGNAL LIGHT IN-OP	10	LEFT TURN SIGNAL LIGHT IN-OP	7381	JLI	0.5	4/26/2021 7:08	BUS-PULLIN	HEV #8616 NFH40 Allison
8882	662829	Completed	I/O Processor Malfunction on instrument cluster/R&R instrument cluster	10	R&R instrument cluster & reprogram (READ NOTES)	7381	JLI	2	4/24/2021 11:25	BUS-FY	HEV #8882 NFH40 Allison
8857	676942	Completed	REPEATER- SOME TIMES TRANSMISSION KICK HARD WHEN DOWN SHIFTS	10	REPEATER- SOME TIMES TRANSMISSION KICK HARD WHEN DOWN SHIFTS	7381	JLI	1.5	4/23/2021 10:11	BUS-PULLIN	HEV #8857 NFH40 Allison
8848	677591	Completed	No Start Engine fire light on	10	NO START	7381	JLI	1.5	4/23/2021 9:04	BUS-PULLIN	HEV #8848 NFH40 Allison
8728	676787	Completed	CHECK SYSTEM LIGHT ON	10	CHECK SYSTEM LIGHT ON	7381	JLI	1	4/22/2021 8:52	BUS-PULLIN	HEV #8728 NFH40 BAE
8849	648793	Completed	Bus Road Call horn inop	10	Road call horn in-op	7381	JLI	0.1	4/19/2021 8:13	BUS-RDCL	HEV #8849 NFH40 Allison
8851	674775	Completed	W/C CHAIN END COVER BROKEN	10	W/C CHAIN END COVER BROKEN	7381	JLI	1	4/19/2021 7:58	BUS-FY	HEV #8851 NFH40 Allison
8611	671775	Completed	Road call coach leaking coolant	10	Roadcall coach leaking coolant	7381	JLI	1	4/18/2021 10:33	BUS-RDCL	HEV #8611 NFH40 Allison
8623	671732	Completed	Road call hill hold won't work	10	Road call hill hold won't work	7381	JLI	0.5	4/18/2021 7:36	BUS-RDCL	HEV #8623 NFH40 Allison
8879	670770	Completed	Roadcall stop system/check system light on with leaking fluid	10	Roadcall stop system/check system light on	7381	JLI	0.5	4/17/2021 9:39	BUS-RDCL	HEV #8879 NFH40 Allison
8736	669998	Completed	Roadcall check engine light on	10	Roadcall work order	7381	JLI	0.5	4/16/2021 13:04	BUS-RDCL	HEV #8736 NFH40 BAE
8890	669948	Completed	Bus Road Call park brake unset	10	Roadcall work order	7381	JLI	0.5	4/16/2021 9:56	BUS-RDCL	HEV #8890 NFH40 Allison
8892	668629	Completed	FRONT DOOR VALVE BROKEN	10	FRONT DOOR VALVE BROKEN	7381	JLI	0.5	4/13/2021 10:23	BUS-RDCL	HEV #8892 NFH40 Allison
8741	662815	Completed	Roadcall operator seat belt stuck	10	Roadcall operator seat belt stuck	7381	JLI	0.5	4/10/2021 9:46	BUS-RDCL	HEV #8741 NFH40 BAE
8638	661712	Completed	NF CONNECT FAULTS - OUTLET NOX FAULT	10	NF CONNECT FAULTS - OUTLET NOX FAULT	7381	JLI	2.5	4/10/2021 14:07	BUS-NFC-FAULTS	HEV #8638 NFH40 BAE
8705	662307	Completed	NF CONNECT FAULTS - VGT CODIES 1894-5177	10	NF CONNECT FAULTS - VGT CODIES 1894-5177	7381	JLI	4	4/9/2021 11:48	BUS-NFC-FAULTS	HEV #8705 NFH40 BAE
8628	648529	Completed	WO#041160	10	CEL 1117, 3528, 3326. IDS codes F154, F200	*	JLI	6	4/5/2021 14:00	BUS-RDCL	HEV #8628 NFH40 BAE
8516	654212	Completed	Roadcall front emergency roof exit lid broken	10	Roadcall front emergency exit lid broken	7381	JLI	0.5	4/4/2021 9:42	BUS-RDCL	HEV #8516 ORION VII 30
8898	654195	Completed	Roadcall 8898-check engine light on	10	Roadcall-check engine light on	7381	JLI	1	4/4/2021 8:29	BUS-RDCL	HEV #8898 NFH40 Allison
8737	653231	Completed	brake make loud noise	10	Roadcall 8737-brake noise	7381	JLI	1	4/3/2021 8:08	BUS-RDCL	HEV #8737 NFH40 BAE
8642	652918	Completed	REAR DOOR NOT CLOSE	10	DEFECT CARD 5275078-REAR DOOR NOT CLOSE	7381	JLI	1.5	4/2/2021 8:10	BUS-PULLIN	HEV #8642 NFH40 BAE
8849	648793	Completed	Bus Road Call horn inop	20	Road call horn in-op - duplicate activity unable to delete	7381	JLI	0.5	3/30/2021 13:58	BUS-RDCL	HEV #8849 NFH40 Allison
8522	648522	Completed	Bus Road Call low air buildup	10	Road call coach 8522 has low air	7381	JLI	1	3/30/2021 10:10	BUS-RDCL	HEV #8522 ORION VII 30
8851	648266	Completed	Bus Road Call Doors open while in motion	10	front door open while in motion	7381	JLI	0.5	3/29/2021 12:09	BUS-RDCL	HEV #8851 NFH40 Allison
8886	645038	Completed	Internal mirror loose	10	Internal mirror loose	7381	JLI	0.5	3/28/2021 10:00	BUS-RDCL	HEV #8886 NFH40 Allison
8658	644131	Completed	driver side mirror broken	10	driver side mirror broken	7381	JLI	0.6	3/27/2021 14:20	BUS-RDCL	HEV #8658 NFH40 BAE
8848	644092	Completed	no start	10	no start	7381	JLI	1	3/27/2021 11:19	BUS-RDCL	HEV #8848 NFH40 Allison
8848	644092	Completed	no start	10	no start	7381	JLI	1	3/27/2021 10:27	BUS-RDCL	HEV #8848 NFH40 Allison
8613	642546	Completed	Bus Road Call open panel	10	Internal panel loose	7381	JLI	0.5	3/24/2021 13:54	BUS-RDCL	HEV #8613 NFH40 Allison
8613	642546	Completed	Bus Road Call open panel	10	Internal panel loose	7381	JLI	0.5	3/24/2021 13:47	BUS-RDCL	HEV #8613 NFH40 Allison
8613	642546	Completed	Bus Road Call open panel	10	Internal panel loose	7381	JLI	0.5	3/24/2021 13:47	BUS-RDCL	HEV #8613 NFH40 Allison
8504	642447	Completed	Bus Road Call No Start	10	no start	7381	JLI	0.5	3/24/2021 11:51	BUS-RDCL	HEV #8504 ORION VII 30 SENT TO AUCTION 7/17/22

ATTACHMENT 12B

Miles II, William

From: Ye, Sammy <Sammy.Ye@sfmta.com>
Sent: Friday, December 23, 2022 11:46 AM
To: Miles II, William; Nath, Shivani; Williams, Emily
Cc: Dominguez, Larry; Sambat, Diana
Subject: RE: Non-Contemporaneous Verification 7318 Electronic Maintenance Technician

Hi Bill,

Thanks for the review, unfortunately yes, these are all the documentations that Transit is able to provide.

Sammy Ye
(she, her, hers)
Strategic Workforce Planning Manager
Transit Administration



Office 415.579.9724
Mobile 415.317.0182

San Francisco Municipal Transportation Agency
1 South Van Ness Avenue, 7th floor
San Francisco, CA 94103



From: Miles II, William <William.MilesII@sfmta.com>
Sent: Sunday, December 18, 2022 3:21 PM
To: Ye, Sammy <Sammy.Ye@sfmta.com>; Nath, Shivani <Shivani.Nath@sfmta.com>; Williams, Emily <Emily.Williams@sfmta.com>
Cc: Dominguez, Larry <Larry.Dominguez@sfmta.com>; Sambat, Diana <Diana.Sambat@sfmta.com>
Subject: Re: Non-Contemporaneous Verification 7318 Electronic Maintenance Technician

Hi Sammy,

From my review the documents provided do not specify qualifying experience for 7318. Most of the highlighted work and statements made are **electrical** work, not **electronics** work and not **to the component level**.

This is simply expected work of the mechanic classes (remove and replace, not repair) and not work that would qualify one for the 7318 exam. Removing and replacing circuit boards is not the same as repairing the circuit board. If this is all Transit is able to verify, we will proceed with the recommendation to the Chief People Officer to reject this application, as this letter and documentation has not shown clear possession of the requirements for the 7318 position.

Bill

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From: Ye, Sammy <Sammy.Ye@sfmta.com>
Sent: Sunday, December 18, 2022 8:03:32 AM
To: Nath, Shivani <Shivani.Nath@sfmta.com>; Williams, Emily <Emily.Williams@sfmta.com>
Cc: Dominguez, Larry <Larry.Dominguez@sfmta.com>; Sambat, Diana <Diana.Sambat@sfmta.com>; Miles II, William <William.MilesII@sfmta.com>
Subject: RE: Non-Contemporaneous Verification 7318 Electronic Maintenance Technician

Good Morning Shivani,

After reviewing documentations that we were able to retrieve, we are only able to certify Junjie Li with the experience that could qualify him for the 7318 position. Please see attached the signed certification and let us know if you need anything else. Thank you.



5. Junjie Li

Sammy Ye
(she, her, hers)
Strategic Workforce Planning Manager
Transit Administration



Office 415.579.9724
Mobile 415.317.0182

San Francisco Municipal Transportation Agency
1 South Van Ness Avenue, 7th floor
San Francisco, CA 94103



From: Nath, Shivani <Shivani.Nath@sfmta.com>
Sent: Wednesday, November 30, 2022 3:57 PM
To: Ye, Sammy <Sammy.Ye@sfmta.com>; Williams, Emily <Emily.Williams@sfmta.com>
Cc: Dominguez, Larry <Larry.Dominguez@sfmta.com>; Sambat, Diana <Diana.Sambat@sfmta.com>; Miles II, William <William.MilesII@sfmta.com>
Subject: RE: Non-Contemporaneous Verification 7318 Electronic Maintenance Technician

Perfect, thank you!

From: Ye, Sammy <Sammy.Ye@sfmta.com>
Sent: Wednesday, November 30, 2022 2:44 PM
To: Nath, Shivani <Shivani.Nath@sfmta.com>; Williams, Emily <Emily.Williams@sfmta.com>

Cc: Dominguez, Larry <Larry.Dominguez@sfmta.com>; Sambat, Diana <Diana.Sambat@sfmta.com>; Miles II, William <William.MilesII@sfmta.com>

Subject: RE: Non-Contemporaneous Verification 7318 Electronic Maintenance Technician

Hi Shivani,

Yes, I spoke to Louis and there's just one final candidate in question, which is Junjie Li.

Sammy Ye

(she, her, hers)

Strategic Workforce Planning Manager
Transit Administration



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Mobile 415.317.0182

San Francisco Municipal Transportation Agency
1 South Van Ness Avenue, 7th floor
San Francisco, CA 94103



From: Nath, Shivani <Shivani.Nath@sfmta.com>

Sent: Tuesday, November 29, 2022 12:39 PM

To: Ye, Sammy <Sammy.Ye@sfmta.com>; Williams, Emily <Emily.Williams@sfmta.com>

Cc: Dominguez, Larry <Larry.Dominguez@sfmta.com>; Sambat, Diana <Diana.Sambat@sfmta.com>; Miles II, William <William.MilesII@sfmta.com>

Subject: Non-Contemporaneous Verification 7318 Electronic Maintenance Technician

Hi Sammy,

I am following up on the requested documents . I have copied the latest correspondence between you Bill and the team during my absence here below. Please advise if you have met with Luis Guzzo and when you will have information on the remainder of the candidates? Thanks Shivani

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" From: Ye, Sammy <Sammy.Ye@sfmta.com>

Sent: Tuesday, November 1, 2022 5:25 PM

To: Dominguez, Larry <Larry.Dominguez@sfmta.com>; Miles II, William <William.MilesII@sfmta.com>; Williams, Emily <Emily.Williams@sfmta.com>

Cc: Sambat, Diana <Diana.Sambat@sfmta.com>; Nath, Shivani <Shivani.Nath@sfmta.com>; Ackerman, Kimberly <Kimberly.Ackerman@sfmta.com>

Subject: RE: Non-Contemporaneous Verification - [REDACTED]

Hi Larry,

Thanks, we already responded to Shivani regarding [REDACTED] Louis is out of the office this week, we will follow up with him when he returns to the office for the other candidates.

Sammy Ye
(she, her, hers)
Strategic Workforce Planning Manager
Transit Administration"

From: Nath, Shivani
Sent: Wednesday, October 12, 2022 10:52 AM
To: Ye, Sammy <Sammy.Ye@sfmta.com>; Williams, Emily <Emily.Williams@sfmta.com>
Cc: Sambat, Diana <Diana.Sambat@sfmta.com>
Subject: RE: Non-Contemporaneous Verification - [REDACTED]

Hi Sammy,

Thanks for this. Based on the highlighted information below, it is E&C's understanding that TD Admin was unable to corroborate that applicant [REDACTED] was performing (based on the non-contemporaneous letter) "7318 Electronic Maintenance Technician duties during the time period from 2014 to present". Therefore, E&C will be sending a memo to to Kim A, Chief People Officer recommending not to not certify the non-contemporaneous information for recruitment 7318 Electronic Maintenance Technician (recruitment ID CBT-7318-904470), based on a lack of support.

Please advise if our understanding in **incorrect** by close of business October 13, 2022. If we do not hear back E&C will move forward with sending the memo to Kim.

In addition there are several other applicants that are pending a response from TD Admin for this subject recruitment:

[REDACTED]

5. Junjie Li
[REDACTED]

Please provide responses to those inquires as well.

Thanks,

Shivani

From: Ye, Sammy <Sammy.Ye@sfmta.com>
Sent: Monday, October 10, 2022 3:43 PM
To: Nath, Shivani <Shivani.Nath@sfmta.com>; Williams, Emily <Emily.Williams@sfmta.com>
Cc: Sambat, Diana <Diana.Sambat@sfmta.com>
Subject: RE: Non-Contemporaneous Verification - [REDACTED]

Hi Shivani,

We have reviewed the documentations once again with Louis Guzzo, 9183 CMO of Fleet Maintenance. After further review, Mr. Guzzo has confirmed that most of the repairs on the workorder logs were identified as electrical mechanical repairs and not electronic repairs. The documentations provided were the only documentations that Transit is able to provide at this time. If the decisions based on your review that the repairs highlighted are electrical, thus not meeting the minimum qualifications for the 7318s, then we need to move forward with the exam as this has already caused delays with the adoption of the 7318 eligible list. Thank you.

Sammy Ye

(she, her, hers)

Strategic Workforce Planning Manager

Transit Administration



Office 415.579.9724

Mobile 415.317.0182

San Francisco Municipal Transportation Agency

1 South Van Ness Avenue, 7th floor

San Francisco, CA 94103



From: Nath, Shivani <Shivani.Nath@sfmta.com>

Sent: Wednesday, September 21, 2022 9:33 AM

To: Williams, Emily <Emily.Williams@sfmta.com>

Cc: Ye, Sammy <Sammy.Ye@sfmta.com>; Sambat, Diana <Diana.Sambat@sfmta.com>

Subject: RE: Non-Contemporaneous Verification - [REDACTED]

Hi Emily –

I was out of the office yesterday, so apologies for the delayed response on this important matter.

Agreed, the documents don't mean too much at face value. Although meeting with Louis G would likely provide clarity on the documents, for non-contemporaneous matters I'd like for E&C to be removed from meeting directly with the subject matters experts. Mostly because it is in a phase of the recruitment process where it isn't a matter of experience clarification but has now shifted to verification of the duties that were outlined in a non-contemporaneous letter.

You have already done your due diligence by meeting with Louis G. Now it is a matter of placing your findings in a memo & a decision to verify or not. If the decision is to verify (that is TD was able to gather info from Louis G that demonstrates that Troung did perform the duties as outlined in the letter, and TD is recommending that it should be certified), then it will be reviewed and submitted to the Chief People Officer for review, and whether or not to certify the letter, and if so, also submitted to the Director of Transportation for additional approval as such statements would be an admittance of out-of-class assignments.

PS I have briefly shown the documents with Bill and he noted that many of the things highlighted are electrical, not electronic, and don't show specific evidence of repair work down to the electronic component level, as required in the minimum qualifications. Thus, if we were to consider these documents we would need a summary, in writing, that explains how these items show possession of the minimum qualifications.

Thanks,

Shivani

From: Williams, Emily <Emily.Williams@sfmta.com>
Sent: Monday, September 19, 2022 3:01 PM
To: Nath, Shivani <Shivani.Nath@sfmta.com>
Cc: Ye, Sammy <Sammy.Ye@sfmta.com>; Sambat, Diana <Diana.Sambat@sfmta.com>
Subject: RE: Non-Contemporaneous Verification - [REDACTED]

If needed, to understand what the documents are showing - they are pretty technical at least from my perspective.

From: Nath, Shivani <Shivani.Nath@sfmta.com>
Sent: Monday, September 19, 2022 2:57 PM
To: Williams, Emily <Emily.Williams@sfmta.com>
Cc: Ye, Sammy <Sammy.Ye@sfmta.com>; Sambat, Diana <Diana.Sambat@sfmta.com>
Subject: RE: Non-Contemporaneous Verification - [REDACTED]

- minus Larry. I need clarity on this response.

Hi Emily,

If I am understanding your email correctly TD's position is that based on the attachments you are certifying the letter. But to understand why, we should meet with Luis Guzzo?

Please let me know.

Thanks,

Shivani

From: Williams, Emily <Emily.Williams@sfmta.com>
Sent: Wednesday, September 14, 2022 11:04 AM
To: Dominguez, Larry <Larry.Dominguez@sfmta.com>
Cc: Ye, Sammy <Sammy.Ye@sfmta.com>; Sambat, Diana <Diana.Sambat@sfmta.com>; Nath, Shivani <Shivani.Nath@sfmta.com>
Subject: RE: Non-Contemporaneous Verification - [REDACTED]

Hi Larry,

Please see attached.

I would like to ask that you set up a time to Louis Guzzo for a quick orientation to the documents so you can understand why they are demonstrating the experience needed for the 7318.

Thanks,
Emily

From: Dominguez, Larry <Larry.Dominguez@sfmta.com>
Sent: Monday, August 22, 2022 4:51 PM
To: Williams, Emily <Emily.Williams@sfmta.com>

Cc: Ye, Sammy <Sammy.Ye@sfmta.com>; Sambat, Diana <Diana.Sambat@sfmta.com>; Nath, Shivani <Shivani.Nath@sfmta.com>

Subject: Non-Contemporaneous Verification - [REDACTED]

Dear Emily Williams:

The SFMTA Exams Unit is in receipt of an employment verification letter for [REDACTED] written by Salvador Syquia, 7216 Electrical Transit Shop Supervisor I (Retired 7/1/22). The letter indicates that [REDACTED] was performing 7318 Electronic Maintenance Technician duties during the time period from 2014 to present (see letter attached).

According to City & County of San Francisco and Municipal Transportation Agency records, [REDACTED] was employed in class 7371 Electrical Transit System Mechanic from 4/1/2013 to present. There were no payroll records, acting assignment documentation or performance appraisal submitted by the employee nor found in the personnel file to support the experience claimed in the letter.

As the job responsibilities mentioned in the letter are not typically performed by this classification, please confirm the dates of employment, and certify if the employee was performing the duties as outlined in the letter. If you certify that they were performing the duties, please indicate the steps that you took to verify the accuracy of the information along with any documentation that will support your decision.

If you have any questions, please contact me at the email below.

Thank you,

Larry

Lawrence Dominguez

Exam and Classification Unit

Human Resources

415.646.2296

Larry.Dominguez@sfmta.com



San Francisco Municipal Transportation Agency

1 South Van Ness Avenue, 6th floor

San Francisco, CA 94103



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ATTACHMENT 13

MEMORANDUM

DATE: January 5, 2023

TO: Jeffrey Tumlin
Director of Transportation, SFMTA

FROM: Kimberly Ackerman
Director of Human Resources, SFMTA
Shivani Nath
Shivani Nath
Examinations and Classification Manager, SFMTA

SUBJECT: **Non-Contemporaneous Verification for Junjie Li**

Junjie Li applied to the 7318 Electronic Maintenance Technician recruitment (CBT-7318-904470), which requires the following experience:

- 1. Completion of a two (2) year or equivalent program in electronics from a recognized academic, trade or technical institution; or completion of an equivalent 2-year military training program in electronics; AND*
- 2. Three (3) years of verifiable journey-level industrial electronic experience or industrial instrumentation and control experience, performing installation, calibration, maintenance, troubleshooting, repair and modification of electronic control systems and related electrical components and electronic sub-systems to the level of the electronic component (such as, integrated circuits, transistors, diodes, capacitor, resistor, etc.); AND*
- 3. Possession of a valid California driver's license.*

Mr. Li has been a 7381 Automotive Mechanic since 4/20/19.

The experience gained as a 7381 Automotive Mechanic is not considered qualifying experience for the 7318 Electronic Maintenance Technician classification.

The 7318 journey-level job class is characterized by its responsibility for maintenance and repair work on various types of electronic equipment. Assignments may involve responsibility for the circuits, components, and related equipment used in connection with the operation of electronically controlled light rail and trolley vehicles. Other assignments may involve responsibility for maintaining electronic communication systems, telemetering, remote control equipment and powerhouse equipment. The 7381 the Automotive Mechanic performs skilled mechanical work in the maintenance, repair and overhaul of automotive diesel, hybrid, and alternative fuel equipment.



A verification letter dated 2/17/22, was written for Mr. Li by Aaron Shields, Superintendent of Woods Division. The letter stated the following:

“This letter is to serve as verification that Mr. Li has worked at Woods Division maintenance facility since April of 2019. During this time, he has been assigned to the Running Repair/Diagnostic group. His daily duties involve troubleshooting and repairing mechanical and electrical issues – both high and low voltage.

Job tasks include:

- Testing and replacing circuit boards
- Destination sign diagnostics and repairs
- Repairing and overhauling high voltage HEV battery packs
- Testing and replacing DC voltage battery packs and circuit boards
- Diagnosing and testing computer-controlled transit systems including:
 - o Door controllers/motors
 - o Lighting systems and controllers
 - o HVAC systems and modules
 - o Hybrid drive systems
- Reading electrical schematics
- Assessing electrical risks and using appropriate PPE for job tasks
- Using motors, laptops, breakout boxes and other test equipment
- Maintaining maintenance records and recording repairs/failures in FAMS

His experience and ability to work on electronics and computer-controlled systems makes him an excellent candidate for the 7318 Electronic Maintenance Technician classification. Mr. Li also attended training in hybrid propulsion systems, high voltage (600v) ESS repair chassis electronics, destination sign systems, electric door repair, HVAC controls and fire suppression diagnostics.”

Because the verification letter submitted by Aaron Shields was written after duties were performed instead of being documented at the time of assignments, such as through a performance appraisal or acting assignment, this document is considered non-contemporaneous. Under Civil Service rules, any non-contemporaneous verification must be certified by the SFMTA Human Resources Director and approved by the Director of Transportation:

410.9.1 Every applicant for an examination must possess and maintain the qualifications required by law and by the examination announcement for the examination. Experience gained in violation of Commission Rules shall not be recognized. City and County employees in Service-Critical classes at the Municipal Transportation Agency shall receive credit only for the duties of the class to which appointed or assigned unless sufficient and credible documentation is provided to verify performance of other duties. Employees in Service-Critical classes at the Municipal Transportation Agency may receive credit for duties not usually performed by incumbents in a Service-Critical class if their employee file contains contemporaneous documentation that the duties were assigned and performed. By way of example but not limitation, records that describe and verify the out-of-class assignment that may be accepted as documentation include a valid performance appraisal completed



during the normal evaluation period, payroll records filed at the time of the assignment and Notice of Assignment. Credit for duties in Service-Critical classes at the Municipal Transportation Agency not usually performed by incumbents in a Service-Critical class based on non-contemporaneous documentation shall require the certification of the Municipal Transportation Agency Deputy Director, Labor Relations and Human Resources, and the approval of the Director of Transportation.

Per Civil Service Rules, if such non-contemporaneous letters are to be certified and approved, there should be some contemporaneous documentation on file that supports what was claimed to have been performed.

The verification letter submitted by Aaron Shields for Mr. Li has been reviewed, and the Transit division was provided time to submit supplementary evidence that would support the statements made in this letter, specifically that Mr. Li has been performing the requirements of the 7318 class of three years of journey-level industrial electronic experience or industrial instrumentation and control experience to the level of the electronic component. Sammy Ye, Business Administration Manager, Transit Division responded "...we are only able to certify Junjie Li with the experience that could qualify him for the 7318 position." (Ms. Ye attached a memo dated 12/16/22 to Kimberly Ackerman, Chief People Officer, Human Resources from Julie Kirschbaum, Director of Transit and Louis Guzzo, Chief Mechanical Officer.) William Miles, HR Manager responded to Sammy Ye stating, "From my review the documents provided do not specify qualifying experience for 7318. Most of the highlighted work and statements made are electrical work, not electronics work, and not to the component level. This is simply expected work of the mechanic classes (remove and replace, not repair) and not work that would qualify one for the 7318 exam. Removing and replacing circuit boards is not the same as repairing the circuit board. If this is all Transit is able to verify, we will proceed with the recommendation to the Chief People Officer to reject this application, as this letter and documentation has not shown clear possession of the requirements for the 7318 position." Ms. Ye responded, "Hi Bill, Thanks for the review, unfortunately, yes, these are all the documentations that Transit is able to provide."

Therefore, it is recommended not to certify the non-contemporaneous information provided for Mr. Li for the 7318 Electronic Maintenance Technician recruitment (recruitment ID CBT-7318-904470), based on a lack of support.

If certified and approved, this letter can be used towards meeting the minimum qualifications for the 7318 Electronic Maintenance Technician examination. If not certified and approved, the decision will be final, and the candidate will not be able to move forward in the examination process.

The documentation submitted to date has been provided below for your review. Please mark one of the options below in the appropriate section to indicate your determination.

I can be reached at Shivani.nath@sfmta.com if you have any questions.



SFMTA Human Resources Director

After review, I certify the non-contemporaneous verification provided.

After review, I do not certify the non-contemporaneous verification provided.

Signatur *Ackerman, Kimberly* _____ Date: January 9, 2023

Director of Transportation

After review, I approve the certification of the non-contemporaneous verification provided.

After review, I do not approve the certification of the non-contemporaneous verification provided.

Signature: _____ Date: _____

ATTACHMENT 14

Dominguez, Larry

From: Lawrence Dominguez from City and County of San Francisco <notifications@careers.sf.gov>
Sent: Thursday, January 12, 2023 4:19 PM
To: [REDACTED]
Subject: Response to Reconsideration Request: 7318 Electronic Maintenance Technician (CBT-7318-904470)

EXT

Dear Junjie Li:

Thank you for submitting additional documents to support your reconsideration request for 7318 Electronic Maintenance Technician. A second review of your application along with the additional information you submitted has been conducted.

According to the job ad, the minimum qualifications required for all applicants are the following:

1. Completion of a two (2) year or equivalent program in electronics from a recognized academic, trade or technical institution; or completion of an equivalent 2-year military training program in electronics; AND
2. Three (3) years of verifiable journey-level industrial electronic experience or industrial instrumentation and control experience, performing installation, calibration, maintenance, troubleshooting, repair and modification of electronic control systems and related electrical components and electronic sub-systems to the level of the electronic component (such as, integrated circuits, transistors, diodes, capacitor, resistor, etc.); AND
3. Possession of a valid California driver's license.

You provided a copy of the following documents:

- Non-contemporaneous verification letter from SFMTA, Transit Shop Superintendent, Aaron Shields regarding your experience at the Woods Division (dated: 2/17/22).
- Certificate of Completion Allison Transmission (dated: 10/15/21).
- Certificate of Excellence Honda (dated: August 2014).
- Driver's license (exp: 5/11/24).

-Document with Asian writing.

-Document with Asian writing and photo.

-Resume

The information you provided does not demonstrate that you possess the required three (3) years of verifiable journey-level industrial electronic experience or industrial instrumentation and control experience, performing installation, calibration, maintenance, troubleshooting, repair and modification of electronic control systems and related electrical components and electronic sub-systems to the level of the electronic component (such as, integrated circuits, transistors, diodes, capacitor, resistor, etc.)

required to qualify for 7318 Electronic Maintenance Technician. The experience gained as a 7381 Automotive Mechanic is not considered qualifying experience for the 7318 Electronic Maintenance Technician classification. Because the verification letter submitted by Aaron Shields was written after duties were performed instead of being documented at the time of assignments, such as through a performance appraisal or acting assignment, this document is considered non-contemporaneous. Under Civil Service rules, any non-contemporaneous verification must be certified by the SFMTA Human Resources Director and approved by the Director of Transportation:

410.9.1 Every applicant for an examination must possess and maintain the qualifications required by law and by the examination announcement for the examination. Experience gained in violation of Commission Rules shall not be recognized. City and County employees in Service-Critical classes at the Municipal Transportation Agency shall receive credit only for the duties of the class to which appointed or assigned unless sufficient and credible documentation is provided to verify performance of other duties. Employees in Service-Critical classes at the Municipal Transportation Agency may receive credit for duties not usually performed by incumbents in a Service-Critical class if their employee file contains contemporaneous documentation that the duties were assigned and performed. By way of example but not limitation, records that describe and verify the out-of-class assignment that may be accepted as documentation include a valid performance appraisal completed during the normal evaluation period, payroll records filed at the time of the assignment and Notice of Assignment. Credit for duties in Service-Critical classes at the Municipal Transportation Agency not usually performed by incumbents in a Service-Critical class based on non-contemporaneous documentation shall require the certification of the Municipal Transportation Agency Deputy Director, Labor Relations and Human Resources, and the approval of the Director of Transportation.

Per Civil Service Rules, if such non-contemporaneous letters are to be certified and approved, there should be some contemporaneous documentation on file that supports what was claimed to have been performed.

The verification letter submitted by Aaron Shields has been reviewed, and the Transit division was provided time to submit supplementary evidence that would support the statements made in this letter, specifically that you have been performing the requirements of the 7318 class of three years of journey-level industrial electronic experience or industrial instrumentation and control experience to the level of the electronic component. Transit responded. It was determined that what was provided was expected work of the mechanic classes (remove and replace, not repair) and not work that would qualify one for the 7318 exam. Removing and replacing circuit boards is not the same as repairing the circuit board.

The SFMTA Human Resources Director reviewed the documentation and did not certify the non-contemporaneous verification provided.

The documents that you provided do not show that you possess the experience, at this time, required to meet the minimum qualifications for 7318 Electronic Maintenance Technician. Therefore, your application for this recruitment will not continue to the next step in the exam process.

Thank you for your time and interest in this recruitment. Civil Service Commission Rules for the City and County of San Francisco specify announcement, application and examination policies and procedures, including applicant appeal rights. They can be found on the Civil Service Commission website at <http://sfgov.org/civilservice/rules>. If you wish to challenge this decision, please submit your protest in writing to the Civil Service Commission Office by close of business on the fifth working day following the transmittal date of this electronic communication.

We encourage you to continue to seek employment opportunities with the San Francisco Municipal Transportation Agency. You may obtain employment information from our website at www.sfmta.com/JoinOurTeam.

Respectfully,

L. Dominguez

SFMTA Examinations & Classification Unit

RECRUITMENT: CBT-7318-904470

This message is from outside of the SFMTA email system. Please review the email carefully before responding, clicking links, or opening attachments.



CIVIL SERVICE COMMISSION
CITY AND COUNTY OF SAN FRANCISCO

LONDON N. BREED
MAYOR

ATTACHMENT 15

NOTICE OF RECEIPT OF APPEAL

DATE: January 23, 2023

REGISTER NO.: 0015-23-4

APPELLANT: JUNJIE LI

Jeffrey Tumlin
Director of Transportation
Municipal Transportation Agency
1 South Van Ness Avenue, 7th Floor
San Francisco, CA 94103

Dear Jeffrey Tumlin:

The Civil Service Commission has received the attached letter from Junjie Li, appealing the rejection of their application for 7318 Electronic Maintenance Technician (CBT-7318-904470) examination. Your review and action are required.

If this matter is not timely or appropriate, please submit CSC Form 13 "Action Request on Pending Appeal/Request," with supporting information and documentation to my attention by email to civilservice@sfgov.org. CSC Form 13 is available on the Civil Service Commission's website at www.sf.gov/CivilService on the "File an action request for a Civil Service Commission hearing" page.

In the event that Junjie Li's appeal is timely and appropriate, the department is required to submit a staff report in response to the appeal within sixty (60) days so that the matter may be resolved in a timely manner. Accordingly, **the staff report is due no later than 11 a.m. on March 23, 2023**, so that it may be heard by the Civil Service Commission at its meeting on April 3, 2023. If you will be unable to transmit the staff report by the March 23rd deadline, or if required departmental representatives will not be available to attend the April 3rd meeting, please notify me by use of CSC Form 13 as soon as possible, with information regarding the reason for the postponement and a proposed alternate submission and/or hearing date.

Appellant: Junjie Li
January 23, 2023
Page 2

You may contact me at Lavena.Holmes@sfgov.org or (628) 652-1100 if you have any questions. For more information regarding staff report requirements, meeting procedures or future meeting dates, please visit the Commission's website at www.sf.gov/CivilService.

Sincerely,

CIVIL SERVICE COMMISSION



LAVENA HOLMES
Deputy Director

Attachment

Cc: Kimberly Ackerman, Municipal Transportation Agency
William Miles II, Municipal Transportation Agency
Shivani Nath, Municipal Transportation Agency
Larry Dominguez, Municipal Transportation Agency



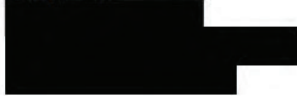
**CIVIL SERVICE COMMISSION
CITY AND COUNTY OF SAN FRANCISCO**

**LONDON N. BREED
MAYOR**

Sent via Email

January 23, 2023

Junjie Li



Subject: Register No. 0015-23-4: Appealing the Rejection of their Application for 7318 Electronic Maintenance Technician Examination.

Dear Junjie Li:

This is in response to your appeal submitted to the Civil Service Commission on January 19, 2023, appealing the rejection of your application for 7318 Electronic Maintenance Technician (CBT-7318-904470) examination. Your appeal has been forwarded to the Municipal Transportation Agency for investigation and response to the Civil Service Commission.

If your appeal is timely and appropriate, the department will submit its staff report on this matter to the Civil Service Commission in the near future to request that it be scheduled for hearing. The Civil Service Commission generally meets on the 1st and 3rd Mondays of each month. You will receive notice of the meeting and the department's staff report on your appeal two Fridays before the hearing date via email, as you have requested on your appeal form.

In the meantime, you may wish to compile any additional information you would like to submit to the Commission in support of your position. The deadline for receipt in the Commission office of any additional information you may wish to submit is 5:00 p.m. on the Tuesday preceding the meeting date by email to civilservice@sfgov.org. Please be sure to redact your submission for any confidential or sensitive information (e.g., home addresses, home or cellular phone numbers, social security numbers, dates of birth, etc.), as it will be considered a public document.

You may contact me by email Lavena.Holmes@sfgov.org or by phone at (628) 652-1100 if you have any questions. You may also access the Civil Service Commission's meeting calendar, and information regarding staff reports and meeting procedures, on the Commission's website at www.sf.gov/CivilService.

Sincerely,

CIVIL SERVICE COMMISSION

A handwritten signature in cursive script that reads "Lavena Holmes".

LAVENA HOLMES
Deputy Director



CIVIL SERVICE COMMISSION
City and County of San Francisco
 25 Van Ness Avenue, Suite 720
 San Francisco, California 94102-6033
 Executive Officer
 (628) 652-1100

CSC Register No.
 0015-23-4
 To: *Xl J Tamlin*
Cto K Ackerman
Cto W Miles
 CC: *C to S. Nade*

APPEAL TO THE CIVIL SERVICE COMMISSION

INSTRUCTIONS:

Submit an original copy of this form to the Executive Officer of the Civil Service Commission at the address above **within the designated number of days** following the postmarked mailing date or email date (whichever is applicable) of the Department of Human Resources' or Municipal Transportation Agency's notification to the appellant. The appellant's/authorized representative's original signature is required. **(E-mail is not accepted.)** It is recommended that you include all relevant information and documentation in support of your appeal.

TYPE OF APPEAL: (Check One)

- Examination Matters (by close of business on 5th working day)
- Employee Compensation Matters (by close of business on 7th working day) - Limited application
- Personal Service Contracts (Posting Period)
- Other Matters (i.e., Human Resources Director/Executive Officer Action) (30 Calendar days)
- Future Employability Recommendations (See Notice to Employee)

"During the Shelter Order dated March 17, 2020, we are accepting appeals by email at civilservice@sfgov.org"

Junjie Li *1095 Indiana St SF 94107* *415-516-5557*
 Full Name of Appellant Work Address Work Telephone

Job Code Title Department
 Residence Address City State Zip Home Telephone

Full Name of Authorized Representative (if any) Telephone Number of Representative (including Area Code)

NOTE: If this is deemed to be a timely and appealable matter, the department will submit a staff report to the Civil Service Commission to request that it be scheduled for hearing. You will be notified approximately one week in advance of the hearing date, at which time you will be able to pick up a copy of the department's staff report at the Commission's offices. If you would instead prefer Commission staff to email you a copy of the meeting notice and staff report, please provide your email address below.

Email: [Redacted]

COMPLETE THE BASIS OF THIS APPEAL ON THE REVERSE SIDE. (Use additional page(s) if necessary)

Does the basis of this appeal include new information not previously presented in the appeal to the Human Resources Director? If so, please specify.	Check One: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
--	---

[Signature] *11/19/2023*
 Original Signature of Appellant or Authorized Representative Date

CSC-12 (5/2021)

Date Received by Civil Service Commission: *[Signature]* *11/19/23*
2:15pm

State the basis of this appeal in detail. For more information about appeal rights and deadlines, please review the Civil Service Rules located on the Civil Service Commission's website at www.sfgov.org/CivilService.

Last year, The city & County of San Francisco posted a new job listing 7318 Electronic Maintenance Technician (CBT-7318-904470) and I submitted my application for this job position.

According to the job ad, the minimum qualifications required for all applicants are the following:

1. Completion of a two year or equivalent program in electronics; AND
2. Three years of verifiable journey-level industrial electronic experience or industrial instrumentation and control experience and electrical/electronic components experience; AND
3. Possession of a valid California driver's license.

Currently, I am a city employee from SFMTA Woods Division since April, 2019 and my daily duty includes but not limited to troubleshooting non-serviceable coach's mechanical and electrical problems include high voltage hybrid system.

Before becoming a mechanic, I worked as an electronic technician at an electronic company in Xiangtan, China for 3 years and at Maxpee in Foster City, CA for 2 years.

The verification letter from SFMTA just provided my mechanical/electrical experience from Woods which is same experience as one co-worker who was hired as an Electronic Maintenance Technician 7318 (CBT-7318-903218) in year 2021 and works as a 7318 technician at SFMTA Potrero Division now. I think that my application for this time recruitment should continue to the next step in the exam process. Thank you for reviewing my appeal.

Respectfully,

Junjie Li



7340-Maintenance Controller

[SF | Careers](#) > 7340-Maintenance Controller

Know the class code?

Class codes are four characters long.

Search

Search by keyword:

Use a keyword to search for a class.

Search within title Search within job descriptions

Search

Compensation set id:



Maintenance Controller

Job classification

J.LI-067

Class	<u>7340</u>
Title	Maintenance Controller
Overtime eligibility	Covered (Non-Z) - Nonexempt
Labor agreement	Auto Machinist, Lodge 1414
Effective date	April 02, 2018

Current compensation plan

Effective: Jul 01, 2022

See [Historic and future compensation information](#) for this class

Step:	Step 1
Rate /hr:	\$62.3000
Rate /biweekly:	\$4,984.00
Rate /year:	\$129,584

Job description

CITY AND COUNTY OF SAN FRANCISCO

MUNICIPAL TRANSPORTATION AGENCY

JOB CODE: 7340

JOB CODE TITLE: MAINTENANCE CONTROLLER

INTRODUCTION

Under general supervision, is responsible for planning the scheduling, maintenance and review of repairs of rubber tire vehicles at the San Francisco Municipal Railway Transportation Agency (SFMTA). The Maintenance Controller works in a coordinative capacity, identifying repair needs and evaluating maintenance needs on a fleet-wide basis, as well as focusing on the needs of individual vehicles. Performs related duties as required.

DISTINGUISHING FEATURES

This class is distinguished from Job Code 7241 Senior Maintenance Controller, in that the latter is responsible for supervising the work of all Maintenance Controllers, and for prioritizing and scheduling fleet-wide maintenance assignments.

SUPERVISION EXERCISED

None

MAJOR, IMPORTANT, AND ESSENTIAL DUTIES

According to Civil Service Commission Rule 409, the duties specified below are representative of the range of duties assigned to this job code/class and are not intended to be an inclusive list.

1. Assesses maintenance staffing, equipment availability, maintenance and repair needs, to achieve departmental service mandates and goals.
2. Maintains continuing awareness of maintenance and repair needs, using a variety of sources including computer reports, written data, files, parts availability, logs and rubber tire vehicle records, in order to analyze, plan, and schedule fleet repairs and preventive maintenance.
3. Schedules and dispatches personnel to specific duties and tasks related to maintenance/repair of equipment and rubber tire vehicles, in conjunction with other personnel to ensure that all maintenance and repairs are completed as scheduled.
4. Tracks coach status and vehicle location, and coordinates the movement or placement of vehicles for repair, in order to assign vehicles to the appropriate repair section and determine priority of repair.
5. Receives and logs road call requests, and dispatches service personnel on road calls; acts as liaison between Maintenance and Central Control to ensure that all road call requests are properly responded to in a timely manner.
6. Reviews work orders, warranty forms, and outside contract invoices, to coordinate maintenance activities with other departmental personnel, outside vendors, contractors, etc., so that all available resources are effectively utilized; includes driving between department locations to coordinate maintenance and repair activities.
7. Reads, analyzes, edits, and interprets maintenance source documents, computer printouts and various reports to determine if potential or widespread defects exist in the equipment or vehicles, and schedules preventive maintenance.
8. Inputs and retrieves data, creates and works with spreadsheets, generates written reports/schedules pertaining to the emergency repair/routine maintenance and repair of vehicles, etc. in order to document information/keep accurate records related to job/unit activities.
9. Performs basic statistical and mathematical computations, using calculators and/or computers; includes addition, subtraction, multiplication, division, averages, and ratios, in order to correctly monitor the performance of staff, equipment and vehicles.

10. Interacts/communicates with contractors, vendors, and other departmental/City personnel in order to provide/receive information, carry out job-related activities and meet department goals; includes driving between departmental locations to coordinate maintenance and repair activities.

IMPORTANT AND ESSENTIAL KNOWLEDGES, SKILLS, AND ABILITIES

Knowledge of: the elements necessary to effectively plan, assign and schedule vehicle/equipment repair and maintenance; the equipment, parts, personnel and time needed to service/repair various rubber tire vehicles, and the capabilities of various maintenance shops; how to interpret warranties and contact vendors/ contractors.

Skills in: interacting with people in a manner that demonstrates concern for the individual and sensitivity to personal differences and feelings; establishing rapport; exercising tact and persuasion in dealing with co-workers, contractors, consultants, other departmental/City personnel; maintaining a professional manner and demeanor; effectively dealing with pressure and not letting it negatively impact performance; speaking in a precise, courteous and understandable manner, giving and receiving clear and concise information, instructions and directions to a variety of people; using appropriate terminology when speaking about technical matters; listening with understanding/comprehension; writing clearly and effectively; documenting all relevant information related to job activities; maintaining accurate records of unit activities; reading, comprehending and interpreting documents, warranties, invoices, contracts, etc.; performing basic arithmetic and statistical functions, in order to correctly evaluate the performance of staff, equipment and vehicles; working with and/or creating mathematical spreadsheets, creating related files, generating statistical reports on the computer; inputting and retrieving data, creating and/or working with spreadsheets using formulas, and preparing/generating reports and daily production schedules.

Ability to: analyze, which includes perceiving patterns in maintenance repair needs or identifying unusual activities, correlating facts into a logical sequence and making logical decisions, recognizing relationships between multiple factors and knowing what types of action are appropriate to resolve specific problems or to expedite situations to accomplish assigned goals; to plan and organize, which includes identifying and establishing priorities, projecting long range goals, activities and timetables for specific maintenance or repair projects, scheduling and coordinating tasks, resources and/or events in a logical manner in order to maximize use; anticipating problems and their consequences and proposing alternate courses of action, modifying project timetables and activities while adhering to established standards, meeting goals and timetables, and promoting efficiency; this includes the ability to coordinate/plan/assign/prioritize the work of mechanics, automotive service workers and other related personnel; and to drive between department locations, in case of emergency and for other department purposes.

MINIMUM QUALIFICATIONS

These minimum qualifications establish the education, training, experience, special skills and/or license(s) which are required for employment in the classification. Please note, additional qualifications (i.e., special conditions) may apply to a particular position and will be stated on the exam/job announcement.

TRAINING AND EXPERIENCE

1. Four (4) years of full time verifiable journey-level experience in the maintenance and repair of vehicles (automotive/rubber tire/fleet) of which one (1) year must be in fleet control operations.

LICENSE AND CERTIFICATION

Some positions may require possession of a valid driver license.

SUPPLEMENTAL INFORMATION

Nature of work: Incumbents work in a 24 hours a day/7 days a week operation, with rotating, holiday and/or weekend shifts. This may involve exposure to noisy conditions, fumes, smoke, and airborne particles. May be subject to stand-by duties and mandatory overtime as assigned on a 24 hour per day basis.

PROMOTIVE LINES

To: 7241 Senior Maintenance Controller

From: 7340 Maintenance Controller

ORIGINATION DATE: 4/9/1984

AMENDED DATE: 9/22/2000; 10/22/2014

REASON FOR AMENDMENT

To accurately reflect the current tasks, knowledge, skills and abilities defined in the most recent job analysis conducted for this job code.

BUSINESS UNIT(S): SFMTA

Standard information

Disaster service work

All City and County of San Francisco employees are designated Disaster Service Workers through state and local law (California Government Code Section 3100-3109). Employment with the City requires the affirmation of a loyalty oath to this effect. Employees are required to complete all

Disaster Service Worker-related training as assigned, and to return to work as ordered in the event of an emergency.

Historic and future compensation

Effective (Sched)

Jul 01, 2022 (W)

Jan 08, 2022 (V)

Jul 01, 2021 (U)

Step 1

\$62.3000

\$59.1875

\$58.8875

Historic compensation data is provided in hourly pay.

Sources: San Francisco Open Data Portal: [Compensation plan table](#)



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7381-Automotive Mechanic

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Search

Compensation set id:



Automotive Mechanic

Job classification

J.LI-073

Class	<u>7381</u>
Title	Automotive Mechanic
Overtime eligibility	Covered (Non-Z) - Nonexempt
Labor agreement	Auto Machinist, Lodge 1414
Management level	9 - Non-Manager
Effective date	September 04, 2018

Current compensation plan

Effective: Jul 01, 2022

See [Historic and future compensation information](#) for this class

Step:	Step 1
Rate /hr:	\$51.7375
Rate /biweekly:	\$4,139.00
Rate /year:	\$107,614

Job description

CITY AND COUNTY OF SAN FRANCISCO

DEPARTMENT OF HUMAN RESOURCES

Title: Automotive Mechanic

Job Code: 7381

INTRODUCTION

Under general supervision, the Automotive Mechanic performs skilled mechanical work in the maintenance, repair and overhaul of automotive diesel, hybrid, and alternative fuel equipment.

DISTINGUISHING FEATURES

Positions allocated to the 7381 Automotive Mechanic job code function as journey- level mechanics. Positions in this job code are distinguished from those in the 7382 Automotive Mechanic Assistant Supervisor job code in that the latter function as first- line supervisors.

SUPERVISION EXERCISED

None.

MAJOR, IMPORTANT, AND ESSENTIAL DUTIES

According to Civil Service Commission Rule 109, the duties specified below are representative of the range of duties assigned to this job code/class and are not intended to be an inclusive list.

1. Maintains, repairs and overhauls a variety of mechanical equipment.
2. Maintains, removes, repairs, overhauls, installs and tunes engines.
3. Maintains, repairs, overhauls, adjusts, installs and calibrates automotive, diesel, hybrid and alternative fuel vehicle fuel systems.
4. Maintains and installs lighting circuits and auxiliary actuating circuits.
5. Maintains, repairs, overhauls and adjusts vehicle brake systems, vehicle cooling systems, vehicle chassis, wheel suspension, and articulated bus suspension systems.
6. Operates shop equipment and machine tools.
7. Troubleshoots equipment problems.
8. Makes road calls.
9. Completes paper and electronic forms and keeps records on work performed, time and parts used.

IMPORTANT AND ESSENTIAL KNOWLEDGES, SKILLS, AND ABILITIES

Knowledge of: automotive, diesel, hybrid and alternative fuel equipment and parts, including knowledge of engines, drive trains, fuel systems, electrical systems, heating and ventilation systems, computer systems, cooling systems, hydraulic systems and brake systems; maintenance and preventive maintenance; safe work practices and conditions, safety equipment and safety manuals.

Ability and Skill to: use shop tools and equipment; maintain, repair, overhaul, adjust, install and check a variety of automotive, diesel, hybrid and alternative fuel equipment; identify tools and shop equipment; read and understand electrical schematics, manuals, and other information; troubleshoot malfunctions in automotive, diesel, hybrid and alternative fuel equipment and determine repair requirements; understand instructions and communicate effectively with others; fill out forms and keep records; interact with others in a professional manner use a computer to input data and use diagnostic software.

MINIMUM QUALIFICATIONS

These minimum qualifications establish the education, training, experience, special skills and/or license(s) which are required for employment in the classification. Please note, additional qualifications (i.e., special conditions) may apply to a particular position and will be stated on the exam/job announcement.

Education:

Completion of a formal four (4) year Mechanic/Automotive Machinist apprenticeship program; OR

Completion of an automotive mechanic training program, equivalent to a four (4) year Mechanic/Automotive Machinist apprenticeship, from an accredited college, vocational or technical school which results in the issuance of a degree or certificate.

Experience:

Two (2) years of journey-level experience in the maintenance and repair of one or more of the following: automotive, transit, diesel, hybrid or alternative fuel vehicles. (This experience must have been obtained within the last ten (10) years.)

License and Certification:

Possession of a valid California Class C driver license.

Some positions may require obtaining a Class A or Class B driver license with appropriate endorsements within six (6) months of appointment.

Substitution:

Four (4) years of non-journey level experience in a full service repair facility maintaining and repairing one or more of the following: automotive, transit, diesel, hybrid or alternative fuel vehicles can substitute for the four (4) years of education/training on a year-for-year basis. Experience gained in an automotive machine shop, gas station or body shop that is not a full service repair facility is not considered qualifying. Individual classes may not be substituted for apprenticeship training or non-journey level experience.

Completion of the CA Division of Apprenticeship Standards recognized Automotive Mechanic apprenticeship program with the City and County of San Francisco as evidenced by issuance of a Certificate of Completion of the City's apprenticeship program under the appropriate authority will substitute for the two (2) years journey-level experience work experience.

SUPPLEMENTAL INFORMATION

Other Requirements: Some positions require considerable physical effort to perform mechanical tasks on top of, under, inside and around equipment, and to lift equipment. May be exposed to

potentially hazardous work conditions, and adverse weather and work conditions such as rain, cold, dirt and dust. May be assigned to work any shift including weekends and holidays.

PROMOTIVE LINES

To: 7382 Automotive Mechanic Assistant Supervisor

ORIGINATION DATE: 07/01/1977

AMENDED DATE: 10/31/2002; Amended 06/14/2012; 04/05/16; 09/04/18

REASON FOR AMENDMENT To accurately reflect the current tasks, knowledge, skills and abilities defined in the most recent job analysis conducted for this job code.

BUSINESS UNIT(S): COMMN SFMTA

Standard information

Disaster service work

All City and County of San Francisco employees are designated Disaster Service Workers through state and local law (California Government Code Section 3100-3109). Employment with the City requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Worker-related training as assigned, and to return to work as ordered in the event of an emergency.

Historic and future compensation

Effective (Sched)

Jul 01, 2022 (W)

Jan 08, 2022 (V)

Jul 01, 2021 (U)

Dec 26, 2020 (T)

Jul 01, 2020 (S)

Step 1

\$51.7375

\$49.1625

\$48.9125

\$47.2500

\$45.8750

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