



*Florida Department of Transportation*

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GOVERNOR

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KEVIN J. THIBAUT  
SECRETARY

August 3, 2020

To: Florida Transit Agencies

Subject: Florida Public Transportation Association (FPTA) "Bus Technician of the Year" Program

We are happy to announce this year's Florida Public Transportation Association (FPTA) "Bus Technician of the Year" Program. This award program was adopted by the FPTA to provide recognition to Florida's best transit bus technicians. All corporate FPTA members are eligible to participate by selecting an employee/nominee for the competition. Awards will be made at the FPTA annual conference.

Judging and scoring will be conducted by a thorough evaluation of the information provided on, and with, the nomination form. Information regarding eligibility, scoring categories, and awards is provided with the nomination form. Judging will include an interview of the top three (3) candidates. The interview process will take place virtually using video/audio and an agreed upon format. Ample notification will be given to allow for scheduling of the interview and ensuring resources are available. For more information, please see the Technician of the Year Procedure.

To enter, complete the "Official Nomination Form" (enclosed) and submit by **August 21, 2020**. Please provide all information requested on the form along with any supporting documentation. **Electronic nomination submittals are highly encouraged. Please submit electronic submittals to: [Lynn.Brandin@dot.state.fl.us](mailto:Lynn.Brandin@dot.state.fl.us).**

If you have any questions, please call me at (850) 414-4736.

Good luck and best regards,

**Lynn (Tony) Brandin**

Lynn (Tony) Brandin

FDOT Transit Operations Manager

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**Florida Public Transportation Association  
Bus Technician of the Year Procedure**

**ELIGIBILITY CRITERIA**

1. Any employee of the corporate member transit system, classified as a bus technician, technician or similar maintenance classification, who performs mechanical repairs, major or minor, to buses, their components or sub-components, with or without supervision. May include bus technicians who perform paint and body repair, unit rebuild of any component or sub-component, seat repair, etc.
2. The employee/nominee may be classified as a lead technician or working foreman provided at least eighty percent (80%) of his/her work time involves hands-on mechanical repairs described in bullet one (1) above.
3. Tire repair, maintenance service work including, but not limited to, bus washer, cleaner, hostler, janitor, parts personnel and supervisor are types of classifications ineligible for nomination.
4. Employees responsible for scheduling or organizing work shifts, repair work or the administration of the disciplinary program are ineligible for nomination.

**SCORING CATEGORIES**

1. SKILL LEVEL/JOB KNOWLEDGE
2. TRAINING/SELF DEVELOPMENT
  - a. Current ASE certifications.
  - b. Training certificates within the last five years.
3. PROFESSIONAL ACCOMPLISHMENTS
4. SAFETY/ACCIDENT PREVENTION
5. ATTENDANCE/DEDICATION
6. INITIATIVE/PEER LEADERSHIP
  - a. Job proficiency, work quality and work quantity, attitude towards job, initiative, and peer leadership qualities.
7. IN-PERSON INTERVIEW
  - a. The top three technicians will conduct an in-person web-based interview with the judges. Pre-determined questions will be asked related to job performance, maintenance abilities, and transit fundamentals.

**AWARDS**

- Local Award: Each local transit system may provide their nominee for "Bus Technician of the Year" a framed certificate.
- State Award: The Florida Public Transportation Association "Bus Technician of the Year" shall receive a plaque inscribed with the winner's name, winning year, name of Corporate Member transit system and \$300.00. Currently, all travel is suspended due to the COVID-19 pandemic. However, should travel be reinstated, the winner and spouse shall also receive an all expense paid trip to the Florida Public Transit Association annual meeting including meals, lodging, registration, and transportation allowance up to \$100.00.
- Second Place: A plaque shall be presented to the second place (first runner-up) contestant and \$200.00.
- Third Place: A plaque shall be presented to the third place (second runner-up) contestant and \$100.00.

**FLORIDA PUBLIC TRANSPORTATION ASSOCIATION  
BUS TECHNICIAN OF THE YEAR**

***Official Nomination Form***

**DIRECTIONS:**

Please type or print the information requested below. This nomination form must be completed by the Maintenance Director/Manager and approved by the Transit System Director or General Manager.

**DO NOT LEAVE BLANKS:**

This information will be used by the judges to review and score contestants. The Nomination Form must be in possession of the FTA "Principle Judge" no later than: August 21, 2020. Electronic submittal of the nomination is highly encouraged. Please send electronic submittals to: [lynn.brandin@dot.state.fl.us](mailto:lynn.brandin@dot.state.fl.us).

The FPTA "Principle Judge" is:        Bob Westbrook  
Florida Department of Transportation  
605 Suwannee St., MS 26  
Tallahassee, FL 32399-0450  
(850) 414-4500  
Fax: (850) 414-4508

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FULL NAME OF NOMINEE: \_\_\_\_\_  
  First   Middle   Last

**List complete name of transit system. Include all names - formal and/or legal.**

\_\_\_\_\_ Corporate Member Transit System Name

\_\_\_\_\_ Street Address

\_\_\_\_\_ City   State   Zip Code

Transit System Telephone Number: (     ) \_\_\_\_\_

How long has Nominee been a bus technician for the system?

\_\_\_\_\_ No. of Years   Hire Date/Month/Day/Year

Specific garage or division Nominee is assigned to at the system and Badge # and/or Employee #, if any:

\_\_\_\_\_ Total number of years as a bus technician (all companies): \_\_\_\_\_

Approximate number of years as a technician (all types of maintenance): \_\_\_\_\_

Approximate total number of years as an apprentice/ trainee technician: \_\_\_\_\_

Total number of reportable accidents (driving and shop) with current employer: \_\_\_\_\_

Number of accidents (driving and shop) resulting in loss of work time: \_\_\_\_\_

Total number of reportable accidents (driving and shop) during your system's last fiscal year: \_\_\_\_\_

Number of reprimands during your system's last fiscal year:  
(Informal or Oral Reprimand): \_\_\_\_\_ (Formal Reprimand): \_\_\_\_\_

Number of sick days during the system's last fiscal year: \_\_\_\_\_

Number of times late for scheduled work time (unexcused) during the system's last fiscal year: \_\_\_\_\_

Number of commendations during the system's last fiscal year (attach letter or other documentation):  
\_\_\_\_\_

Number of hours of formal training nominee has received within the last five years while employed as a bus technician for this system (attach listing and/or documentation): \_\_\_\_\_

Number of current ASE transit bus certifications (attach listing and/or documentation): \_\_\_\_\_

List all proficient skills (those that can be performed without instruction and supervision, i.e. engine rebuild, air conditioning, electrical, etc.) of the nominee:

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Briefly describe the nominee's job proficiency (work quality and work quantity): \_\_\_\_\_

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Briefly describe the nominee's attitude towards job, initiative, and peer leadership qualities:

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List any active professional or job-related certificates within the last five years: \_\_\_\_\_

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List awards, commendations, or other recognition received for outstanding achievements in school, military service, work, agency collateral duties, and community involvement/volunteer (Please attach copies if available): \_\_\_\_\_

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Name of Spouse, if married: \_\_\_\_\_

If single, list name of parents or relatives significant to the Nominee:

\_\_\_\_\_

Name of staff members at property such as Director of Maintenance, Director of Operations, Director of Marketing, Public Relations, Public Information, etc. that may be contacted for reference or more information about the nominee and the system:

Name	Title	Area Code/Number
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Name	Title	Area Code/Number
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Name	Title	Area Code/Number
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Transit System's Reason for Nominating this Bus Technician:

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Maintenance Director's Name

Official Title

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Maintenance Director's Signature

Date

APPROVED:

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Transit Director or General Manager

Date