

AUTOMOTIVE MECHANIC

Distinguishing Features of the Class: This work involves responsibility for performing skilled, efficient and complete overhaul and repair of a wide variety of motor equipment. The work is performed under the general supervision of a higher-level supervisor with leeway allowed for the exercise of independent judgment in carrying out the details of the work. Does related work as required.

Typical Work Activities:

- Performs skilled operations in the diagnosis, repair and maintenance of gasoline and diesel powered motor equipment including, trucks, lawn mowers, buses, snow plowing equipment, tractors, power shovels, graders, sweepers, bulldozers, rollers and compressors;
- Diagnoses and makes repairs to vehicles and equipment;
- Replaces or repairs motors, pumps, fuel pumps, generators, carburetors and shock absorbers;
- Repairs ignition systems, transmissions, brake systems, differentials, and front and rear axles;
- Tunes engines and sets timing;
- Makes minor welding repairs to automotive and related equipment;
- Orders parts, supplies and materials as required;
- Receives, verifies, stores, and issues parts, supplies and materials;
- Uses a variety of machine tools such as lathes and drill presses;
- Attaches and removes snowplow blades and other auxiliary equipment;
- Inspects machinery and equipment for needed repairs, overhauling, adjustment or replacement of parts;
- Drives truck, heavy equipment, and plows snow;
- Performs general maintenance, repairs and installation of water lines.
- Makes estimates and prepares requisitions for materials;
- Performs general maintenance of properties and buildings owned by municipality;
- Performs safety inspection before operating equipment;
- Operates various types of equipment in connection with repair work;
- Adjusts steering mechanisms, connecting rods and bearings and aligns wheels;
- May perform motor vehicle inspections;
- May on assignment, incumbents may be required to operate departmental motor equipment and machinery.

Automotive Mechanic continued**Full Performance Knowledge, Skills, Abilities and Personal Characteristics:**

- Good knowledge of standard motor equipment repair methods and of the terminology, tools and safety precautions of the trade;
- Skill in performing motor equipment maintenance and repair tasks;
- Skill in the safe and efficient operation of motor equipment;
- Ability to correctly diagnose mechanical, electrical and hydraulic problems in equipment;
- Ability to understand and follow oral and written instructions;
- Physical condition commensurate with the demands of the position.

Minimum Qualifications: EITHER:

- (A) Graduation from a regionally accredited or New York State registered technical school or community college with an Associates Degree or certificate in automotive repair technology or closely related field; **OR**
- (B) Graduation from high school technical or vocational program in automotive equipment repair and one (1) year of experience in an automotive equipment repair shop performing repair and maintenance of automotive equipment;
OR
- (C) Two (2) years of experience as defined in (B).

Special Requirements: Possession of a valid NYS Drivers License appropriate to the vehicles operated.

05/27/80

05/25/95

05/08/03

03/09/05

CLASS: NON-COMPETITIVE