

DEPARTMENT: ALL COUNTY
CLASSIFICATION: NON-COMPETITIVE
APPROVED: FEBRUARY 3, 2006

AUTOMOTIVE MECHANIC

DISTINGUISHING FEATURES OF THE CLASS: Repairs and maintains County trucks, power machines, passenger cars, motors, engines, and Parks & Golf Course equipment. This is skilled work involving responsibility for the efficient repair and preventive maintenance of a wide variety of automotive vehicles and/or equipment, including heavy duty equipment such as; bulldozer, graders, and busses. This position requires knowledge of diesel powered, as well as gasoline powered vehicles and/or equipment. Work requires a thorough knowledge of the trade. Instructions are received regarding tasks to be performed and work assignments. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Performs skilled operations in making general repairs to heavy duty and pick-up trucks, passenger automobiles and such power equipment as bulldozers, graders, cranes, black-top machines, loaders, rollers, shovels, pavers, mowers, and engines and motors;
2. Grinds valves and fits new bearings, pistons, and rings;
3. Assembles connecting rods and bearings;
4. Assembles and times engines;
5. Repairs and overhauls brake systems, clutches, differentials, transmissions, and front and rear axles;
6. Repairs generators, starters, lights, and ignition;
7. Adjusts steering mechanisms and aligns wheels;
8. Tunes motors, adjusts carburetors, and adjusts and maintains fuel systems;
9. May make and install improvements on vehicles;
10. Operates machine shop equipment as necessary, including lathes, grinders drill presses, welding, brazing, and burring equipment to make and repair equipment parts;
11. May perform electrical and plumbing repair work;
12. Performs body and equipment repairs;
13. Requisitions parts and materials;
14. Operates a computerized system to maintain a maintenance log and keeps other accurate records of work performed and material used;
15. Performs vehicle inspections;
16. Operates computer related automotive diagnostic equipment;
17. When assigned, services County equipment by changing oil and greasing.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of standard automotive repair methods and of the trade; working knowledge of hydraulic principals; working knowledge of the machinist trade; computer skills; ability to operate computerized automotive diagnostic equipment and maintenance logs; demonstrated ability to make the difficult repairs to automotive and other mechanical equipment; ability to work from plans and specifications and to follow rough sketches and oral instructions; ability to make repairs to various hydraulic systems; ability to lay out work for self and others; good motor hand and eye coordination; manual dexterity; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of a New York State equivalency diploma;

AND: 1. Two (2) years of satisfactory experience in the Niagara County Highway Department which involved participating in highway garage automotive maintenance repair work *;

OR: 2. Two (2) years of satisfactory experience as an automotive mechanic in a State approved automotive repair shop *;

OR: 3. Three (3) years of satisfactory experience doing automotive repair work under the direct supervision of an automotive mechanic in a State approved automotive repair shop *.

NOTE: One (1) year of specialized automotive training in a recognized school equals one (1) year of above required experience.

When used in the Niagara County Highway Department candidates must possess a current Auto Service Excellence Auto Mechanic Certification in at least three (3) of the following. Certification in Engine repair and Brakes is mandatory for all candidates. Preference will be given to those candidates possessing additional certifications and/or those possessing certifications for Medium/Heavy Truck Repair. Equivalent certifications or training from recognized vehicle manufacturers (ex. Ford, General Motors, etc.) may be acceptable. Appropriate equivalents will be determined by the Highway Department.

CONTINUED

AUTOMOTIVE MECHANIC CONTINUED

AUTOMOBILE REPAIR

1. Engine repair(mandatory)
2. Automatic transmission/transaxle
3. Manual drive train and axles
4. Suspension and steering
5. Brakes (mandatory)
6. Electrical/electronic systems

MEDIUM/HEAVY TRUCK REPAIR

1. Gasoline engines
2. Diesel engines
3. Drive train
4. Brakes

SPECIAL REQUIREMENT: Candidates must possess or obtain within six (6) months of appointment the following:

1. A valid New York State CDL License, classification B over 26,000# G.V.W.
2. A New York State Inspection License with #1 and #2 classifications.

02/03/2006; 07/02/2004; 09/25/2002; 03/07/2002; 02/19/1998