

DEPARTMENT: ALL COUNTY
CLASSIFICATION: NON-COMPETITIVE
APPROVED: JULY 11, 2016

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: bulldozers, graders, and trucks. 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 (requests, orders, and/or calls for) 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 an equivalency diploma; **AND**

1. Graduation from a regionally accredited or New York State registered college, university, or technical school with an Associate's Degree or certification in automotive repair technology, automotive technology, or related field; **OR**
2. Two (2) years of satisfactory full-time paid experience as an automotive mechanic in a full-service State approved automotive repair shop. Experience must have involved the maintenance and repair of hydraulic systems, diagnostic systems, brakes, and diesel and gasoline engines; **OR**
3. Three (3) years of satisfactory full-time paid experience doing automotive repair work under the direct supervision of an automotive mechanic in a full-service State approved automotive repair shop. Experience must have involved the maintenance and repair of hydraulic systems, diagnostic systems, brakes, and diesel and gasoline engines.

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

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.