

Posted: October 23, 2019
Dept: Central Garage
Grade 12, Step 1
Salary: \$61,283.00
Respond to: Town of Yorktown,
Human Resources Department
By November 1, 2019

AUTOMOTIVE MECHANIC

GENERAL STATEMENT OF DUTIES:

Repairs and maintains automotive equipment; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS:

Under the general supervision of higher level employee, an employee in this class is responsible for a wide variety of repair, diagnostic, and maintenance work on all types of automotive equipment. Incumbents will be responsible for carrying out a preventive maintenance program for the equipment and may be required to operate varied types of automotive equipment. Supervision may be exercised over subordinate employees.

EXAMPLES OF WORK: (Illustrative Only)

Removes and repairs gasoline or diesel (internal) combustion engines, including fitting or crankshafts, pistons, pins and bearings;

Removes and adjusts carburetors, distributors;

Removes and overhauls transmissions, including automatic transmissions and differentials;

Maintains and repairs fuel, cooling, and exhaust systems;

Inspects, maintains, and repairs electrical systems, chassis units, and accessories;

Operates valve-grinder, drill press, lathe, welding and burning equipment, and other associated tools;

Repairs or assists in the repairs of snow plows, road rollers, and various miscellaneous mowers, pumps, etc.

Performs inspections of automotive equipment as part of a preventative maintenance program;

May supervise subordinate employees in the performance of the job;

May operate automotive equipment including trucks, rollers, graders, front end loaders, back hoes, etc., as required by the individual municipality or district.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES:

Thorough knowledge of the tools, techniques and terminology associated with the automotive mechanics trade; good knowledge of the accident and safety precautions of the trade; demonstrated ability to perform difficult repairs of all types on automotive equipment; ability to readily diagnose mechanical difficulties; ability to work from oral or written instructions and without instruction from own diagnosis; ability to lay out, organize and plan the work of others; ability to operate a wide variety of automotive equipment; ability to get along well with others; physical strength and agility; physical condition commensurate with the duties of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE:

Graduation from high school or trade school or possession of a high school equivalency diploma and three years of experience where the primary function involved automotive repair work.

SPECIAL REQUIREMENT:

Possession of a valid license to operate a motor vehicle in New York State, appropriate for the type of equipment to be operated: CDL-B Driver License.

SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS:

In accordance with the Safe Schools Against Violence in Education (SAVE) legislation, Chapter 180 of the Laws of 2000, and by the Regulations of the Commissioner of Education, candidates for appointment in school districts must obtain clearance for employment from the State Education Department prior to employment based upon a fingerprint and criminal history background check.

Send, fax or e:mail resume, to Town of Yorktown, Attn: Human Resources, 363 Underhill Avenue, Yorktown Heights, NY 10598, FAX (914) 962-0326 or e:mail mgsburning@yorktownny.org. Equal Opportunity Employer.

Towns, Villages, Special Districts,
Cities of Peekskill and Rye, School Districts
J.C.: Non-Competitive
S481 (School Districts)

Job Class Code: 0481 (Municipalities)