

AUTOMOTIVE MECHANIC

LOCATION: Tioga County Department of Public Works, School Districts & Municipalities
CLASSIFICATION: Non-Competitive
SALARY: CSEA, Grade 4 (County DPW Salary Schedule); Varies (School Districts & Municipalities)
ADOPTED: 7/30/90; Revised 6/97, 7/03, 9/03, 1/20, Tioga Co. Personnel & Civil Service

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for the efficient and complete overhaul and repair of a wide variety of automotive and road construction equipment. General supervision is received permitting considerable leeway in planning the details of each assignment. Direct supervision may be exercised over Automotive Mechanic's Helpers. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

- Supervises automotive mechanics helpers and participates in maintenance and is responsible for repair of all county automotive equipment;
- Performs skilled operations in the diagnosis, repair, and maintenance of gasoline and diesel motor equipment including trucks, tractors, rollers, bulldozers and snow plowing 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 engine and sets the timing;
- Makes minor welding repairs to automotive and related equipment;
- Uses a variety of machine tools such as lathes and drill presses;
- Attaches and removes snow plow blades and other auxiliary equipment;
- Inspects machinery and equipment for needed repairs, overhauling, adjustment or replacement of parts;
- Operates various types of equipment in connection with repair work;
- Adjusts steering mechanisms and aligns wheels;
- Adjusts connecting rods and bearings;
- Maintains a clean work area;
- May perform motor vehicle inspections.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of standard automotive repair methods and of the terminology tools, and safety precautions of the trade; skill in performing automotive maintenance and repair tasks; ability to layout and supervise the work of others; skill in the safe and efficient operation of motor equipment; ability to operate acetylene cutting and welding equipment; ability to work from plans and rough sketches; ability to understand written and oral instructions; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS (Either):

- a. Graduation from a New York State registered or regionally accredited technical school or community college with an Associate's Degree or certificate in automotive technology or mechanics; **OR**
- b. Graduation from a high school technical or vocational program in automotive mechanics and one (1) year of full-time experience or its part-time equivalent in an automotive repair shop performing repair and maintenance of automotive equipment under the supervision or direction of a skilled automotive mechanic; **OR**
- c. Two (2) years of full-time experience or its part-time equivalent in an automotive repair shop performing repair and maintenance of automotive equipment under the supervision or direction of a skilled automotive mechanic; **OR**

2. Automotive Mechanic

- d. An equivalent combination of training and experience as defined by the limits of (a), (b) and (c).

SPECIAL REQUIREMENT: Possession of an appropriate level New York State Drivers License* at the time of appointment. License must be maintained continuously during employment.

* When working at School Districts – must possess a valid CDL or must obtain within school policy.