

Jurisdictional Class: Non-Competitive  
Adopted: October 15, 2009  
Revised: December 11, 2018

## **AUTOMOTIVE MECHANIC**

**DISTINGUISHING FEATURES OF THE CLASS:** This is skilled work involving responsibility for the complete overhaul, maintenance, and repair of a wide variety of heavy and light automotive equipment including but not limited to repair of engines, clutches, torque converters, drive lines, chassis, brakes, steering assemblies, and accessories on self-propelled and non-self-propelled vehicles and equipment as well as utilizing computerized diagnostic equipment to diagnose problems. The work requires a thorough knowledge of the trade. General instructions are received regarding tasks to be performed, but considerable leeway is permitted in planning the details of each assignment. Supervision may be exercised over the work of subordinate employees. The incumbent does related work as required.

### **TYPICAL WORK ACTIVITIES:** (Illustrative only)

Utilizes computer diagnostic equipment to diagnose problems with computerized engine and emission equipment;

Performs skilled operations in the maintenance, repair, and overhaul of heavy and light automotive equipment including those powered by computerized gasoline and diesel engines with associated computerized emissions, encompassing tandem dump trucks/plows, graders, dozers, excavation equipment, paint striping units, water trucks, tractors, buses, pick-ups, vans, and police pursuit vehicles;

Repairs or replaces motors, pumps, fuel pumps, generators, carburetors, and shock absorbers;

Repairs ignitions systems, transmissions, brake systems, clutches, and front and rear axles;

Adjusts connecting rods and bearings;

Adjusts steering mechanisms and aligns wheels;

Makes minor welding repairs and performs bodywork as required;

Greases vehicles and changes oil and oil filters;

Tunes engine and sets the timing;

Performs New York State inspections utilizing computerized hardware and software including computerized emissions testing;

Attaches and removes snowplow blades and other auxiliary equipment;

Performs both on-site and off-site vehicle trouble shooting and repairs;

May supervise the work of subordinate employees;

May operate various pieces of heavy equipment on assigned road crews or during snow and ice operations;

May operate a school bus on an assigned route (school districts).

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:**

Thorough knowledge of computerized engine diagnostic and emission testing equipment plus the ability to accurately troubleshoot diagnostic codes;

Thorough knowledge of standard automotive repair methods and terminology and tools of the trade;

Demonstrated ability to make difficult repairs to both heavy and light automotive and other mechanical equipment;

Familiarity with welding techniques;

Ability to work from plans and specifications and to follow rough draft sketches and oral instructions;

Ability to supervisor the work of others;

Good motor and hand and eye coordination;

Manual dexterity.

## Automotive Mechanic

**MINIMUM QUALIFICATIONS:** Two (2) years of experience in automotive work performing repair and maintenance of automotive equipment.

**NOTE:** Automotive equipment shall include vehicles that are registered and licensed for the roads.

**NOTE:** Training in automotive repair may be credited for up to one (1) year of the required experience.

**SPECIAL REQUIREMENTS:** If performs New York State inspections, must possess the appropriate New York State Motor Vehicle Inspector's License/Certification at time of appointment.

If operates motor equipment, must possess appropriate New York State Driver's License at time of appointment.

**SPECIAL REQUIREMENT FOR POSITIONS IN SCHOOL DISTRICTS:**

If the position involves the operation of a school bus; then the following special requirement applies:

Eligibility for an appropriate level New York State Driver's License at time of application. Possession of license at time of appointment. Drivers must be at least 21 years of age.

In addition, candidates must satisfy the requirement for School Bus Driver set forth in the Rules and Regulations of the NYS Commission of Education.