

AUTOMOTIVE MECHANIC HELPER/LABORER

GENERAL STATEMENT OF DUTIES: Assists in a wide variety of repair and/or maintenance work on all types of automotive equipment and, when assigned, performs routine manual work; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: Under the direct supervision of the Automotive Mechanic or a higher level employee, the incumbent of this class is responsible for assisting in a wide variety of simple repair and maintenance work on all types of automotive equipment. Work assignments are initiated by oral instruction or written work orders. In addition, the incumbent is assigned to perform routine manual laboring work as a member of a public works crew. Supervision is not a responsibility of this position.

EXAMPLES OF WORK: (Illustrative Only)

Assists the Automotive Mechanic with basic service maintenance work and in the repair of gasoline and internal combustion engines;

Tunes engines, aligns brakes, replaces water hoses, fan belts, oil seals and other minor parts;

Assists in the repair of snow plows, road rollers, and various miscellaneous mowers, pumps and other related equipment;

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

Digs and refills trenches for water lines;

Loads and unloads snow, materials, and equipment from trucks;

Flushes sewer and cleans manholes and catch basins;

Cuts grass by hand or with a mower;

Cuts up trees that have fallen;

May operate a pick-up truck to get to a work sited or remove material;

May operate a truck for snow plowing, street sanding, etc. in a storm emergency.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Working knowledge of tools, techniques, and terminology associated with the automotive mechanics trade; working knowledge of the accident and safety precautions of the trade; ability to perform simple repairs on all types of automotive equipment; ability to diagnose mechanical difficulties; ability to follow oral instructions; 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: Either: (a) graduation from high school, trade school or possession of an equivalency diploma and one year of experience in automotive work; or (b) five (5) years of experience in automotive work; or (c) a satisfactory equivalent combination of the foregoing training and experience.

SPECIAL REQUIREMENT: Possession of a valid license to operate a motor vehicle in New York State, appropriate to the type of equipment to be operated.