

SENIOR AUTOMOTIVE MECHANIC

DISTINGUISHING FEATURES OF THE CLASS: Supervises and performs a variety of skilled repair and maintenance tasks on a wide variety of automotive and road construction equipment. This position involves responsibility for supervising the daily activities of the automotive mechanic repair shop, including providing technical direction to and supervising the work of Automotive Mechanics. Independently completes moderately complex or technically difficult skilled repair and maintenance tasks. The work is performed under general supervision of the Motor Equipment Maintenance Supervisor with considerable leeway allowed for the exercise of independent judgment in planning and carrying out the details of the work and maintaining desired standards. The class is distinguished from that of Automotive Mechanic due to the more technically difficult and complex work performed, the more comprehensive skill required, and the presence of supervisory responsibility. Supervision is exercised over Automotive Mechanics, Automotive Mechanic Helpers, Automotive Body Repairers, Automotive Parts Clerks and other subordinate staff of the automotive shop. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only) Supervises and participates in the scheduling, diagnosis, maintenance and repair of gasoline and diesel motor equipment including cars, vans trucks, tractors, cranes, rollers, graders, bulldozers, and snow plowing equipment; Assigns repair tasks to skilled Automotive Mechanics and inspects work in progress and upon completion; Diagnosis difficult mechanical problems and oversees type of repairs and methods to be used; Performs complex and technically difficult overhauls, tune-ups, and repairs to both heavy and light construction equipment and automobiles without supervision; Makes or oversees the making of shafts, bushings, brackets, and various mechanical parts on a lathe; Instructs Automotive Mechanics in difficult or unusual repairs; Monitors parts ordering and coordinates part availability with work scheduling; Expedites parts delivery when necessary; Assists the Motor Equipment Maintenance Supervisor in planning future repair and maintenance schedules and activities; Operates various types of equipment in connection with repair work; Determines priorities for the execution of repair tasks in conformance with Department policies; Maintains records of repairs and replacements made on all equipment. Keeps computer records current and updates fuel keys with maintenance activities.

FULL PERFORMANCE, KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Thorough knowledge of the various types of automotive and construction equipment and methods associated with its maintenance and repair thorough knowledge of the terminology, tools, and safety precautions of the trade; Skill in the safe and efficient operation of motor equipment; Skill in the performance of complex automotive repair and maintenance; Ability to make difficult repairs to heavy automotive and other mechanical equipment; Ability to plan and supervise the work of others; Ability to work from plans, specifications, rough sketches, written, and oral directions; Ability to keep records and prepare written reports; Mechanical aptitude; Ability to use a computer: Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of a New York State equivalency diploma and four years of experience in the skilled maintenance and repair of automotive equipment, two years of which shall have involved repair and maintenance of heavy automotive equipment.

SPECIAL REQUIREMENTS: Eligibility for an appropriate level New York State Driver's License at the time of application. Possession of license at time of appointment. Depending on employing agencies' requirements, may be required to provide own tools..

NOTE: Study in a technical school, community college, post high school certificate program in automotive mechanics or technology may be substituted for the required non-specialized experience on a year-for-year basis.

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