

# **AUTOMOTIVE MECHANIC III**

**Department: Public Works**

**Classification: Non-Competitive**

**Specification Number: 3820**

**Approved: 3/9/20**

**Revised: By JG**

## **MINIMUM QUALIFICATIONS**

**Either:**

**(a) Completion of two (2) years of vocational education courses in either a vocational school program or in an apprentice or training program in automotive mechanics and two (2) years of work experience in the repair and rebuilding of mechanical systems and components of automotive equipment; or;**

**(b) Four (4) years of experience in the repair and rebuilding of mechanical systems and components of automotive equipment; or**

**(c) Two (2) years of experience as an Automotive Mechanic II.**

## **NECESSARY SPECIAL REQUIREMENTS**

**Possession of the appropriate license issued by the New York State Department of Motor Vehicles. The type of license required will be determined by the Department Head; license must be maintained throughout employment in this title.**

## **DISTINGUISHING FEATURES OF THE CLASS**

**Under general supervision, an Automotive Mechanic III is a skilled mechanic engaged in diagnosing malfunctions of automotive vehicles and auxiliary equipment and repairing or replacing parts as necessary. The employee uses independent judgment in carrying out assignments after receiving work orders and is responsible for testing results after completion. The employee may supervise lower-level Automotive Mechanics. Performs related work as required.**

## **TYPICAL WORK ACTIVITIES**

**Determines parts requirements and obtains them from parts storage area or writes parts orders;**

**Examines vehicles and diagnoses repair and maintenance requirements;**

**Attends in-service training provided by manufacturers of equipment;**

**Diagnoses mechanical and electrical problems, rebuilds engines and transmissions, regrinds valves, rewires generators, adjusts engine timing, repairs hydraulic systems, repairs power brakes and power steering;**

**Repairs auxiliary equipment used with automotive vehicles such as plows, mowers, sprayers, cement mixers, small generators, chain saws;**

**Answers road calls and tows in vehicles which cannot be repaired on the road;**

**Performs New York State vehicle inspections on Town vehicles;**

**Road tests vehicles to check work results after completion.**

## **KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS**

**Thorough knowledge of the methods, materials, tools and standard practices of the automotive mechanic trade; good knowledge of the occupational hazards and safety precautions of the trade; good knowledge of the operating and repair characteristics of the wide variety of automotive equipment utilized by the Town; good knowledge of the mechanisms, systems and components of gasoline and diesel-fueled vehicles and equipment; skill in the use and care of tools, machines and testing instruments of the trade; ability to adapt available tools and repair parts to specific repair problems; ability to diagnose malfunctioning of automotive and mechanical equipment; ability to execute written instructions and to follow diagrams and sketches; physical condition commensurate with the demands of the position.**