

## **ASSISTANT AUTOMOTIVE MECHANIC**

**DISTINGUISHING FEATURES OF THE CLASS:** This is semi-skilled work involving primarily routine automotive mechanic duties but which may, from time to time, involve more difficult mechanical assignments. Supervision is received from a supervisor or an Automotive Mechanic. During periods of emergency work, employee in this class may be required to work at other than normal working hours. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

Assists in repairing, maintaining and overhauling gasoline and diesel motor equipment, including trucks, buses, tractors, graders, bulldozers, power shovels, mowers, etc.;

Assists in repairing and maintaining auxiliary equipment;

Replaces and assists in repairing water pumps, fuel pumps, generators, carburetors, shock absorbers, springs, etc.;

Tunes engines and sets timing;

Assists with the adjustment of connecting rods, bearing and steering mechanisms;

May oil and grease equipment and change tires and tubes;

May make minor welding repairs;

May perform Motor Equipment Operator or Bus Driver duties as required.

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

Good knowledge of automotive repair practices, methods, tools and terminology; ability to make standard mechanical repairs on automotive equipment; ability to understand and follow oral and written directions; mechanical aptitude.

**MINIMUM QUALIFICATIONS:** Two (2) years of experience in automotive mechanics as an Apprentice or Maintenance Helper to an Automotive Mechanic.

**NOTE:** Two (2) years of high school, vocational training or of technical school training in Automotive Mechanics may be substituted for equal years of the required experience.

Time spent pumping gas, lubricating, changing tires and similar garage work will not be considered qualifying time.

**SPECIAL REQUIREMENTS:** When assigned to drive equipment on public ways, a motor vehicle license appropriate for such equipment is required in accordance with the Motor Vehicle Law or when assigned to drive a bus must meet special regulations of the Commissioner of Motor Vehicles and/or Commissioner of Education as required by the appointing authority.