

AUTO MECHANIC JUNIOR GRADE

DISTINGUISHING FEATURES OF THE CLASS: The incumbent in this class performs skilled repair and maintenance work on all Fire Department vehicles. The work is performed in accordance with established procedures. General supervision is received from the Fire Department Chief and Auto Mechanic Senior Grade. The Auto Mechanic Junior Grade must possess all knowledge required of the Auto Mechanic Senior Grade. In the absence of the Auto Mechanic Senior Grade, the Auto Mechanic Junior Grade assumes the duties and responsibilities of the Auto Mechanic Senior Grade.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

- Repairs, overhauls and services Fire Department rolling stock;
- Diagnose the cause of equipment malfunctioning and prescribes remedial action;
- Performs skilled work in the repair and adjustment of equipment;
- Performs preventive maintenance work performed on equipment and machinery by visual inspection, road tests or by using testing devices;
- Maintains proper records and reports of work performed;
- Cleans and repairs the work area;
- May be responsible for the orientation and training of new personnel;
- Performs other related work as required.

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

- Good knowledge of Fire Department apparatus, pumpers, tractor drawn aerials, single, double axle aerial devices, special operation trucks, cars, etc.;
- Ability to understand apparatus fire pumps, hydraulic aerial apparatus devices, gas and diesel engines, truck and car electrical systems;
- Ability to understand apparatus blueprints;
- Ability to research and work with vendors;
- Ability to coordinate and maintain apparatus repair records;
- Ability to work with insurance companies and the Comptroller's Office regarding accident records and claims;
- Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

- (A) One year of satisfactory full-time paid experience as a skilled automotive mechanic or repairman in a garage or automotive repair shop; **OR**

(B) Two years of satisfactory full-time paid experience as a automotive mechanic helper;
OR

(C) Any equivalent combination of training and experience as defined by the limits of (A) and (B) above.

SPECIAL REQUIREMENTS:

An appropriate level driver's license issued by the New York State Department of Motor Vehicles is required at time of appointment and for the duration of employment.

The incumbent will be required to be on call for emergency repairs, multiple alarms of fire, major EMS incidents, major HAZMAT incidents, to ensure that the department's fleet of emergency equipment is in a constant state of readiness.

10/25/00

Approved by New York State Civil Service Commission 6/30/03