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CODE NO. 92510

**THE SKILLED CRAFTSMAN AND
OPERATIVE SERVICE [038]**

AUTO MECHANIC

General Statement of Duties and Responsibilities

Under supervision, overhauls, repairs and maintains engines, motors and motor-powered equipment, component assemblies, and component systems used in automotive, construction and special-purpose equipment powered by internal combustion engines; performs related work.

Examples of Typical Tasks

Acts as a "troubleshooter" in determining mechanical and electrical defects.

Overhauls, maintains and repairs internal combustion engines, motors and motor-powered equipment, including brake systems, transmissions, ignition systems, rear ends, differential assemblies, fuel systems, hydraulic systems, electronic systems, and other related components and systems.

Aligns wheels and repairs steering equipment.

Relines and adjusts brakes and clutches.

Makes minor repairs and adjustments in the field so that a vehicle may be returned to the garage or repair shop under its own power.

Transmits orders to other journeymen as directed.

**THE SKILLED CRAFTSMAN AND
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Supervises machinist helpers, automotive service workers and other personnel as directed.

Trains assigned machinist helpers, automotive service workers or other related personnel in the performance of various maintenance and/or repair tasks.

Performs minor auto body repairs.

Prepares reports and orders, and maintains records and inventories of parts, components, supplies and materials.

Operates and tests motor vehicles and equipment in the performance of assigned duties.

Qualification Requirements

1. Five years of full-time satisfactory experience as an auto mechanic; or
2. Not less than two and one-half years of full-time satisfactory experience as specified in "1" above plus sufficient helper or apprentice experience or relevant full-time education acquired in a college, university, technical school, trade school or vocational high school approved by a State's Department of Education or a recognized accrediting organization, to make up the equivalent of five years of acceptable experience. Six months of acceptable experience will be credited for each year of helper or apprentice experience or relevant full-time education.

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AUTO MECHANIC (continued)

License Requirements

At the time of appointment candidates must possess a New York State Class B Commercial Driver License ("CDL") or a Motor Vehicle Driver License valid in the State of New York and a Learner's Permit for a Class B Commercial Driver License. Appointees hired with a Learner's Permit must obtain the Class B CDL within six months of appointment. The CDL, with no restrictions that would preclude the performance of Auto Mechanic work, must be maintained for the duration of employment.

At the time of appointment, certain agencies may require appointees to possess one or more of the following New York State Certifications:

1. As a Motor Vehicle Inspector certified in Light Vehicles, Group 1;
2. As a Motor Vehicle Inspector certified in Heavy Vehicles, Group 2;
3. As a Motor Vehicle Inspector certified in Motorcycles, Group 3;
4. As a Motor Vehicle Inspector certified in Emissions, Group D.

Direct Lines of Promotion

From: Automotive
Service Worker (92508)
Machinist's Helper (92611)

To: Supervisor of Mechanics
(Mechanical Equipment) (92575)