

MECHANIC I

DISTINGUISHING FEATURES OF THE CLASS: This is an entry-level skilled position that performs routine repair and maintenance duties on vehicles and equipment. Assists higher-level skilled mechanics as assigned. Work is performed under the direct supervision of higher-level mechanics. Routine tasks are accomplished independently but difficult work requires direct supervisory and technical instruction. Does related work as required.

TYPICAL WORK ACTIVITIES:

Troubleshoots to determine repairs or adjustments needed;
Performs time interval services, preventive maintenance and adjustments as required;
Performs diagnostics with use of electronic diagnostic tools;
Repairs or replaces brake, suspension, drive, steering, electrical and auxiliary system components and parts as required;
Assists higher-level mechanic's in complex repairs to automotive and related equipment;
Mounts, dismounts and sets proper working specifications of snowplow blades and other auxiliary equipment;
Performs minor welding and body repair;
Repairs and maintains auxiliary equipment on trucks and construction;
Test drives vehicles to verify that repairs and adjustments are proper;
Drives school bus as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of standard automotive repair methods and of the terminology and tools of the trade; mechanical aptitude; ability to make routine repairs and perform maintenance tasks on automotive equipment; ability to learn and apply the principles and practices of the automotive mechanic trade; skill in the use of necessary tools and equipment; familiarity with welding techniques; ability to work from plans and specifications and to follow rough draft sketches and oral instructions; good motor and hand and eye coordination; manual dexterity; good physical condition.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of a high school equivalency diploma and one (1) year of experience in the repair of automotive equipment or completion of a training course in the repair of automotive equipment.

ADDITIONAL REQUIREMENTS:

- A. When Assigned to Cities, Towns, Schools, or Villages - Possession, at time of appointment and during service in this classification, of a valid NYS Motor Vehicle Operator's license appropriate for the type of vehicles which the employee may from time to time operate.
- B. When Assigned to Chautauqua County Department of Public Facilities (Highway) - Possession, at time of appointment, of a New York State Class D Operator's License. Possession of a valid NYS Class B CDL and air brakes certification within six (6) months after appointment, or before completion of probationary period whichever is sooner, and during service in this class.
- C. When Assigned to Chautauqua County Department of Public Facilities (Airport) - Possession, at time of appointment, of a New York State Class D Operator's License. Possession of a valid NYS Class A CDL and with brakes certification, AND Certified Weather Observer Certificate within six (6) months after appointment, or before completion of probationary period whichever is sooner, and during service in this class.
- D. When Assigned to Chautauqua County Department of Public Facilities (Landfill) - Possession, at time of appointment, of a New York State Class D Operator's License. Possession of a valid NYS Class A CDL and air brakes certification within six (6) months after appointment, or before completion of probationary period whichever is sooner, and during service in this class.
- E. When Assigned to Chautauqua County Department of Public Facilities (CARTS) - Possession, at time of appointment, of a New York State Class D Operator's License. Possession of a valid NYS Class B CDL with "P" endorsement and air brakes certification within six (6) months after appointment, or before completion of probationary period whichever is sooner, and during service in this class.
- F. When Assigned to Chautauqua County Department of Public Facilities – must have own tools at time of appointment and during service in this class.