



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Cheryl Dinolfo
County Executive

Brayton McK. Connard, SPHR
Director

TITLE: **AUTOMOTIVE PARTS WORKER (Provisional* Appointment)**

SALARY: \$29,043 - \$36,833 annually

LOCATION: Monroe County Department of Environmental Services

HOURS: Normally Monday – Friday. 24/7 operation may require extended days, overtime, standby, call in, weekends and/or holidays.

JOB SUMMARY:

This position is responsible for receiving, storing, processing and disbursing automotive parts stock in the Department of Environmental Services, division of Fleet Services. The employee reports directly to and works under the general supervision of a foreman. Does related work as required.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of an equivalency diploma, plus EITHER:

- (A) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in Automotive Technology, plus two (2) years of full-time or its part-time equivalent paid experience in the automotive parts industry or automotive inventory control; OR,
- (B) Four (4) years paid full-time or its part-time equivalent experience as defined in (A) above; OR,
- (C) Any equivalent combination of education and experience as defined by the limits of (A) and (B) above.

SPECIAL REQUIREMENTS:

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test, along with a background investigation. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

RESIDENCY REQUIREMENT:

Applicant must be a resident of Monroe County at the time of appointment and for at least four (4) months at the time of examination.

APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:

MONROE COUNTY DEPARTMENT OF HUMAN RESOURCES
39 WEST MAIN STREET - ROOM 210
ROCHESTER, NEW YORK 14614

Posting Date: April 8, 2019

Posting Deadline: Until filled

*The term provisional means that you will be required to take the next Civil Service examination for this title, and place among the top three (3) candidates on the examination list in order to be eligible for permanent appointment.