



# Department of Human Resources & Civil Service

## Job Announcement Please Post Conspicuously

Maggie Brooks  
County Executive

Brayton McK. Connard, SPHR  
Director

**TITLE:** AUTOMOTIVE MECHANIC

**SALARY:** \$31,421 - \$40,466 annually

**LOCATION:** Monroe County Fleet Maintenance Division and  
Monroe County Sheriff's Office - Fleet

### **JOB SUMMARY:**

This is a skilled mechanic position responsible for completing basic repairs to motor vehicles and equipment such as passenger vehicles, trucks (including vans, school buses, pickups, and environmental services equipment), grounds maintenance equipment (including tractors, lawn mowers, snow removal equipment) and tools and equipment for a county department. As distinct from the higher-level position, Senior Automotive Mechanic, employees are initially restricted to minor overhauls not involving complete disassembly and assembly of the unit, with immediate exposure as an assistant to basic diesel engine concepts, vacuum and air brake concepts, and major hydraulic repair concepts. Employees may work under unpleasant working conditions, including extremes of heat, cold, fumes and odors, wet, damp and cramped working areas. Work is performed independently or with a repair team under limited supervision. The employee reports directly to, and works under the general supervision of, a Senior Automotive Mechanic or other higher level staff member for non-routine, difficult, or costly repair work. Lead supervision may be exercised over Laborers or other staff assigned to assist with workload. 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 or Bachelor's degree in Automotive Mechanics, Automotive Technology, Apprentice Training-Automotive, Automotive and Diesel Technology, Automotive/Diesel and Industrial Technology, or a closely related field; OR,
- (B) Possession of a Certificate from a technical institute, or regionally accredited or New York State registered college or university in one of the fields mentioned in (A) above; OR,
- (C) Two (2) years paid full-time or its part-time equivalent experience as a journeyman-level\* automotive mechanic; OR,
- (D) Five (5) years paid full-time or its part-time equivalent experience as an automotive mechanic or heavy equipment mechanic under the supervision of a journeyman-level mechanic; OR,
- (E) An equivalent combination of education and experience as defined by the limits of (A), (B), (C) and (D) above.

\*Journeyman-level experience refers to skilled mechanical work which involves maintenance, repair, and rebuilding of all systems: brakes, suspension, cooling, exhaust, electrical, transmission, and engine of vehicle equipment.

Where education is below the minimum specified, additional experience may be substituted on a year-for-year basis.

**SPECIAL REQUIREMENTS:**

Depending on assignment, possession of a valid New York State Class D driver's license or Class B Commercial Driver's License (CDL) may be required.

Depending on assignment, possession of a valid New York State Inspector's license may be required.

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.

**Background Investigation:** Applicants will be subject to an extensive background investigation by the Monroe County Sheriff's Office. Applicants may be required to authorize access to educational, financial, employment, criminal history, mental health records and/or other records. Applicants may also be subject to additional screenings as a term and condition of employment.

**RESIDENCY REQUIREMENT:**

Applicant must be a resident of Monroe County at the time of appointment.

**Send Civil Service Application to:**

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

**Posting Date:** April 14, 2015

**Posting Deadline:** April 25, 2015