



# Department of Human Resources & Civil Service

Job Announcement  
Please Post Conspicuously

Adam J. Bello  
County Executive

Andrea M. Guzzetta  
Director

**UPDATED**

**TITLE: HIGHWAY MAINTENANCE MECHANIC TRAINEE**

**SALARY:** \$24,932 - \$31,000 annually

**LOCATION:** Monroe County Department of Transportation – Highway Operations  
Fleet Center, 145 Paul Road, Rochester, NY 14624

**JOB SUMMARY:**

This is a training position, located at the Department of Transportation (DOT), in which employees learn and master highway construction, repair, maintenance tasks, sign and pavement marking installations and the safe and efficient operation of special and standard equipment during a maximum of a twenty-four (24) month training period. The employees learn to perform a variety of manual labor, semi-skilled, construction and shop equipment operations and will be given various mechanical, maintenance and repair assignments to learn and master. **The employees are required to obtain a New York State Learner's Permit for a Class \*B\* Commercial Driver's License within eight (8) weeks of employment, and a Class \*B\* Commercial Driver's License within the first nine (9) months of employment, with DOT staff providing sufficient training and road/vehicle time to obtain the license.** Upon successful completion of the training program, the employees will be promoted to Highway Maintenance Mechanic II. Work is conducted outdoors in all types of weather, and involves ascending and descending heights up to one-hundred (100) feet, working in tight, confined spaces, moving material weighing in excess of fifty (50) pounds, and working a variety of shifts. **The employee reports directly to, and works under the general supervision of a Senior Highway Maintenance Mechanic, Bridge Construction Foreman, Traffic Sign Operations Supervisor or other higher-level staff member. Employees who do not successfully obtain a New York State Learner's Permit for a Class \*B\* Commercial Driver's License within the first eight (8) weeks of employment, and a Class \*B\* Commercial Driver's License within the first nine (9) months of employment will be removed from the position.** Employees who do not successfully complete the training program within the twenty-four (24) month training period will be removed from the position. Does related work as required.

**MINIMUM QUALIFICATIONS:**

Graduation from high school or possession of an equivalency diploma.

**SPECIAL REQUIREMENTS:**

Possession of a valid New York State Class \*D\* driver's license at the time of appointment with the condition of obtaining a Class \*B\* Commercial Driver's License Learner's Permit within the first **eight (8) weeks** of employment and a Class \*B\* Commercial Driver's License within the first nine (9) months of employment.

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

**RESIDENCY REQUIREMENT:**

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

210 County Office Building, 39 West Main Street, Rochester, NY 14614-1471

PHONE: (585) 753-1700 TTY: (585) 753-1091 WEB SITE: <http://www.monroecounty.gov>

Monroe County government prohibits discrimination in employment, program activities, procurement and contracting against any person due to such person's age, marital status, disability, genetic predisposition or carrier status, race, color, creed, sexual orientation or national origin.

An Equal Opportunity Employer

**APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:**

MONROE COUNTY DEPARTMENT OF HUMAN RESOURCES  
39 WEST MAIN STREET - ROOM 210  
ROCHESTER, NY 14614-1471

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