

ASSISTANT AUTOMOTIVE MECHANIC

(Competitive Class)

DISTINGUISHING FEATURES OF WORK

This is skilled mechanical work at the journeyman level in the repair and maintenance of departmental automotive and fire fighting equipment. An employee of this class is primarily responsible for personally performing in a skilled manner various tasks in the general repair and maintenance of fire pumps, heavy fire apparatus, automobiles, and other mechanical equipment under normal and also emergency conditions. Work is assigned by a supervisor either in oral or written form and both technical and administrative supervision is received. Supervision may be exercised over helpers or other employees assigned.

EXAMPLES OF WORK

(Note: These examples below indicate only the general type of work performed in these positions and are not intended to restrict duties to those listed.)

Repairs and maintains heavy and light fire fighting equipment and apparatus in the shop or in the field.

Overhauls and repairs engines, motors, pumps, generators, and other mechanical items, makes adjustments and repairs to electric, fuel, hydraulic, and air systems.

Inspects dismantled units and determines which parts are to be replaced or repaired, orders replacement parts, and installs them.

Performs skilled repair work in installing timing gears, fitting crank shafts and bearings, honing cylinders, repairing hydraulic systems and air brakes, rotary, centrifugal, and other types of fire pumps.

Makes annual tests of fire equipment according to established procedures.

Straightens dented fenders and bodies; primes and paints equipment.

Welds various items and tempers steel.

Keeps simple records and makes reports.

Performs various duties as assigned or required.

QUALIFICATION REQUIREMENTS

Applicant must possess one of the following: high school diploma, high school equivalency certificate, high school transcript, affidavit from the issuing high school, associate's or bachelor's degree, or college transcript, any one of which must indicate that graduation has occurred or a degree awarded. A certification of completion shall not be sufficient to substitute for a diploma or equivalency certificate.

Applicant must:

be not less than twenty-one (21) years of age;

be a registered legal voter;

have two years of experience at the journeyman level repairing automotive equipment and pumps;

successfully pass a physical examination sufficient to indicate, in the opinion of the local civil service board, satisfactory performance of work; and must meet all other general provisions of paragraph 23 of The Municipal Fire and Police Civil Service Law.

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| MR | 01-06-56 |
| Rev | 07-26-83 |
| | 08-03-93 |
| | 04-15-14 |