

**City of New York/Parks & Recreation
Seasonal Job Vacancy Notice
Office Title: Auto Mechanic
Salary: \$33.62 per hour
Duration: 7 months beginning on March 7, 2016
Work Location: TBD**

As stewards of nearly 14 percent of New York City's land, the Department of Parks & Recreation builds and maintains clean, safe, and accessible parks citywide and programs those parks with recreational, cultural and educational activities for people of all ages. Through this work, Parks & Recreation improves people's lives, providing outlets for creative expression, opportunities for healthy recreation, and exposure to the restorative beauty of the natural world.

POSITION DESCRIPTION

1. Under supervision, overhaul, repair and maintain engines and component assemblies used in automotive, construction and special equipment powered by internal combustion engines, motors and motor-power equipment.
2. Supervise machinist helpers, automotive service workers and other personnel as directed; train assigned machinist helpers, automotive service workers or other related personnel in the performance of various maintenance and/or repair tasks.
3. Maintain records and inventories of parts, components, supplies and materials; update the Fleet Management System (M5) and fleet repair computer system as needed and maintain clear parts orders, work orders and other records.
4. Maintain clean and safe work bays; some of the physical activities performed by Auto Mechanics and environmental conditions experienced are: working in a non-temperature controlled environment; climbing ladders; moving heavy automotive parts; carrying heavy tool boxes; crawling and working in narrow spaces; working in the vicinity of hazardous, flammable materials and solvents and engine exhaust fumes.

QUALIFICATION REQUIREMENTS

1. Five years of full-time satisfactory experience acquired within the last fifteen years as an auto mechanic; or
2. Not less than two and one-half years of full-time satisfactory experience as specification in "1" above acquired within the last ten years plus sufficient helper or apprentice experience or relevant education acquired in an approved trade or vocational high school or technical school approved by a State's Department of Education or a recognized accrediting organization, to make up the equivalent of five years of acceptable experience. Six months of acceptable experience will be credited for each year of helper or apprentice experience or relevant education.

LICENSE REQUIREMENTS

At the time of appointment candidates must possess a New York State Class B Commercial Driver License ("CDL") or a Motor Vehicle Driver License valid in the State of New York and a Learner's Permit for a Class B Commercial Driver License. Appointees hired with a Learner's Permit must obtain the Class B CDL within six months of appointment. The CDL, with no restrictions that would preclude the performance of Auto Mechanic work, must be maintained for the duration of employment.

Residency in New York City, Nassau, Orange, Rockland, Suffolk, Putnam or Westchester counties required for employees with over two years of city service. New York City residency required for all other candidates.

PREFERRED SKILLS/QUALIFICATIONS

1. Computer skills.
2. Strong customer service skills.
3. Automotive Service Excellence (ASE) certifications and other related technical licenses and certifications.

To apply, please submit cover letter & resume to:
Michele Lignore-Diaz Email: recruit.cws@parks.nyc.gov