



NYC Parks

CITY OF NEW YORK PARKS & RECREATION  
**SEASONAL JOB VACANCY NOTICE**

**Civil Service Title:** Auto Service Worker

**Work Location:** Randall's Island

**Duration:** Starting March 20, 2017

**Salary:** \$16.22/Hour

NYC Parks is the steward of nearly 30,000 acres of land — 14 percent of New York City — including more than 5,000 individual properties ranging from Coney Island Beach and Central Park to community gardens and Greenstreets. We operate more than 800 athletic fields and nearly 1,000 playgrounds, 1,800 basketball courts, 550 tennis courts, 67 public pools, 51 recreational facilities, 15 nature centers, 14 golf courses, and 14 miles of beaches. We care for 1,200 monuments and 23 historic house museums. We look after 600,000 street trees, and two million more in parks. We are New York City's principal providers of recreational and athletic facilities and programs. We are home to free concerts, world-class sports events, and cultural festivals.

## POSITION DESCRIPTION

- Under supervision, perform automotive preventive maintenance services such as inspections, battery service, patching and changing tires and oil changes and assist in performing automotive repairs.
- Clean, wash and polish vehicles; clean interiors of vehicles.
- Dispense gasoline and oil. Check the level and refill automotive fluids such as coolant, oil, transmission and brake fluids.
- Assist in performing tune-ups and repairs, in shops and on the road, and in replacement of engine parts, drive trains, transmissions, steering gear and components, ignitions, heating and cooling systems, sirens and back-up warning tone systems.
- Operate motor vehicles to test repairs. Operate a tow truck, when required.
- May be assigned to remove and replace complete units, e.g. brake shoes, leaf springs, carburetors and other related components.
- Assist in diagnosing leaks and brake systems and testing parts and other systems.
- Maintain and update vehicle service and repair records.

## QUALIFICATION REQUIREMENTS

1. Two years of full-time satisfactory experience, acquired in an automotive repair shop or gasoline service station within the last ten years, performing automotive maintenance services, such as inspection, lubrication and oil changing; or
2. Graduation from a trade, high school, vocational high school or technical high school approved by a State's Department of Education or a recognized accredited organization in a course of study in automotive maintenance and repair; or
3. An Associate degree from and accredited college with a major in automotive technology.

## LICENSE REQUIREMENT

At the time of appointment, all candidates must possess a Motor Vehicle Driver License valid in the State of New York. This license must be maintained for the duration of employment.

For certain positions, a NYS Class A Commercial Driver License (with Towing Endorsement) or a NYS Class B Commercial Driver License (with Air Brakes) is required. This license must be maintained for the duration of employment.

Note: Candidates may qualify with a Commercial Driver License Learner's Permit and must obtain the required license within 180 days of appointment.

## PREFERRED SKILLS/QUALIFICATIONS

1. Ability to work flexible hours, nights and weekends as needed.
2. Strong customer service, organizational and communication skills.

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.

**Fees:** Hired candidates will be subject to a processing fee of \$40.00. Hired candidates who are not currently employed by the City will be subject to an \$87.00 background check fee.

## TO APPLY

Send Resume and Cover letter to:

Michele Lignore-Diaz Email: [recruit.cws@parks.nyc.gov](mailto:recruit.cws@parks.nyc.gov)

**POST DATE:** 2/22/2017

**POST UNTIL:** FILLED

[nyc.gov/parks](http://nyc.gov/parks)

THE CITY OF NEW YORK IS AN EQUAL OPPORTUNITY EMPLOYER  
TELECOMMUNICATIONS DEVICE FOR THE DEAF: 212.504.4115