



CITY OF NEW YORK PARKS & RECREATION

## **CITYWIDE JOB VACANCY NOTICE: Job ID No. 349457**

**Office Title:** Auto Mechanic

**Civil Service Title:** Auto Mechanic **Title Code No:** 92510 **Level:** NA

**Salary:** \$72,307 - \$84,146

**Number of Positions:** 1 **Work Location:** TBD

### **Major Responsibilities**

- 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.
- 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.
- Maintain records and inventories of parts, components, supplies and materials; update computer tracking system as needed and maintain work orders and other records.
- 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.

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.

### **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.

At the time of appointment, New York State Certification as a Motor Vehicle Inspector certified in Emissions, Group D.

### **Preferred Skills/Qualifications**

Preferred applicants have taken and passed the recent Auto Mechanic exam (Exam No. 8006 Open Competitive/ Exam No. 8511 Promotion).

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

### **How to Apply**

#### **Parks Employees:**

1. From a Parks computer: Access **Employee Self Service (ESS)** from the Parks Intranet under Applications or use this link: <https://hrb.nycaps.nycnet/>. Once in **ESS**, go to Recruiting then Careers and search for **Job ID# 349457**. Do not access **ESS** using [nyc.gov/ess](https://nyc.gov/ess) from a Parks computer.

#### **Parks & City Employees:**

2. From a Non-Parks computer: Access **Employee Self Service (ESS)** by going to [nyc.gov/ess](https://nyc.gov/ess) or use this link: <https://a127-ess.nyc.gov/>. Once in **ESS**, go to Recruiting then Careers and search for **Job ID# 349457**.

Include your ERN and **Job ID# 349457** on your cover letter and resume.

### **All other applicants:**

Click here to apply: [Auto Mechanic](#) OR

Go to [nyc.gov/careers/search](https://nyc.gov/careers/search) and search for **Job ID# 349457**.

**POST DATE: 06/29/18**

**POST UNTIL: 07/23/18**

**NOTE: All resumes must be received no later than the last day of the posting period. References will be required upon request.**

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

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TELECOMMUNICATIONS DEVICE FOR THE DEAF: (212) 504-4115