

TRANSIT MECHANIC HELPER

DISTINGUISHING FEATURES OF THE CLASS: This is semi-skilled work assisting in the repair and maintenance of automotive equipment at the transit garage. An employee in this class may independently perform minor repair or maintenance work under the direct supervision of a Transit Mechanic or higher level supervisor. Does related work as required.

TYPICAL WORK ACTIVITIES:

Replaces worn-out or inoperable accessories and parts, such as light bulbs, mirrors, windshield wipers, spark plugs, and gaskets;
Checks all fluids and refuels coaches;
Performs preventive maintenance and changes fluids and filters when scheduled;
Repairs flat tires, changing and rotating them when required;
Adjusts brakes, exchanges and cleans parts;
Makes road calls for the purpose of returning a disabled coach or to relieve operators;
Regrooves tires as necessary, using a grooving machine;
Performs a variety of building maintenance tasks at the garage, as needed.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of standard automobile repair methods, terminology, and tools of the trade;
Skill in the use of tools necessary for the maintenance and repair of automotive equipment;
Ability to lift heavy objects;
Ability to operate a transit coach;
Ability to establish and maintain a successful working relationship with others;
Ability to understand and follow oral and written instructions;
Willingness to perform work requiring strenuous effort;
Willingness to use and operate potentially harmful equipment, tools and machines;
Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

- A) One year of experience in the repair or maintenance of automotive equipment; OR
- B) Completion of one year of vocational or technical training in automotive mechanics; OR
- C) An equivalent combination of A) and B) above.

SPECIAL REQUIREMENTS: Possession of an appropriate level New York State Motor Vehicle Operator's License.