

AUTOMOTIVE EQUIPMENT ATTENDANT

DISTINGUISHING FEATURES OF THE CLASS: This is routine work involving responsibility for the servicing and distribution of gas, oil, and lubricants to automotive equipment on the job. This position will also involve the performance of routine automotive repair and maintenance work performed in accordance with instructions outlined in detail. Depending upon the length of service, an employee in this class may be required to perform simple repairs independently. General supervision is received from appropriate supervisory personnel and/or an experienced automotive mechanic.

TYPICAL WORK ACTIVITIES: *The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.*

Operates a motor truck in the distribution fuel, oil and lubricants to automotive and construction equipment on the job;

Inspects and lubricates equipment;

Checks tires and repairs flats;

Changes oil, cleans and/or replaces filters.

Assist in the repairing and overhauling of brake systems, differential transmissions, and other mechanical parts;

Reports all equipment using excessive amounts of fuel, oil or grease;

Mounts snow plows and engages in general overhauling and machine repair;

May operate snow removal equipment;

May perform unskilled building maintenance duties.

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Page 2

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARAC-

TERISTICS: Working knowledge of automotive maintenance and repair methods and of automotive terminology, tools and safety precautions; ability to make simple arithmetic calculations; demonstrated ability in the operation of a heavy motor truck; ability to understand and follow written and oral instructions; ability and willingness to work in adverse weather conditions; mechanical aptitude; honesty; and sobriety.

MINIMUM QUALIFICATIONS: Either:

- (A) One year of experience in performing automotive repairs; or
- (B) One year of experience in the operation of construction equipment; or
- (C) An equivalent combination of training and experience as described above.

Special Requirement for Appointment: Possession of a New York State CDL-B Operator's License with an X endorsement (Tank & Hazardous Materials)..

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Last Reviewed: 07/07/00
Jurisdictional Class: Non-Competitive
Public Hearing : Approved
NYS Civil Service Commission Approval: Approved