

**PLEASE POST**

**#2023-76**

JOB OPENING

TITLE: **AUTOMOTIVE MECHANIC HELPER  
(Non-Competitive/Permanent)**

DEPARTMENT: Central Garage

SALARY: Pursuant to the TCEA Bargaining Agreement

SHIFT: Monday through Friday, 7:30 am – 3:30 pm

DATE: September 22, 2023

GENERAL STATEMENT OF DUTIES

Assists a journeyman mechanic in the repair, maintenance and servicing of trucks, automobiles and other automotive equipment; does related work as required.

TYPICAL WORK ACTIVITIES

Assists in repairing trucks, automobiles and other automotive equipment;  
Repairs flat tires, changing and rotating them;  
Replaces worn or faulty parts, including gaskets, spark plugs and windshield wipers;  
Dismantles, cleans and assembles parts of motors;  
Washes, greases and changes oil in automotive equipment;  
Charges batteries;  
Pumps gasoline;  
May occasionally operate trucks and automobiles.

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES, AND PERSONAL CHARACTERISTICS

Working knowledge of the common practices, tools, terminology and safety precautions associated with the automotive mechanics trade;  
Mechanical aptitude;  
Ability to follow oral and written instructions;  
Physical strength and agility;  
Good physical condition.

MINIMUM QUALIFICATIONS

- a. An elementary education and one (1) year of satisfactory experience in the repair of automotive equipment; OR
- b. An elementary education and completion of an approved one (1) year training course in automotive repair work.
- c. An equivalent combination of training and experience as indicated in (a) and (b).

SPECIAL REQUIREMENT

Possession of a valid New York State driver's license.

**THIS NOTICE IS POSTED IN COMPLIANCE WITH THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE TOWN OF CHEEKTOWAGA AND THE TOWN OF CHEEKTOWAGA EMPLOYEES ASSOCIATION AND SHALL REMAIN POSTED FOR A PERIOD OF EIGHT (8) WORKING DAYS. PLEASE SUBMIT AN ORIGINAL BID APPLICATION ADDRESSED TO THE PERSONNEL DEPARTMENT, A COPY OF SAME TO THE PRESIDENT OF THE TOWN OF CHEEKTOWAGA EMPLOYEES ASSOCIATION (Greg Magnuszewski) AND TO THE CENTRAL GARAGE GENERAL CREW CHIEF (Kevin Godziak).**