

CHIEF MECHANIC

DISTINGUISHING FEATURES OF THE CLASS: This is important supervisory work involving responsibility for the repair and maintenance of all highway department automotive and construction equipment. Work also involves performance of the more difficult tasks of the trade. General supervision is received from the Supervisor of Maintenance and Construction and wide leeway permitted for the exercise of independent judgment in planning and scheduling operations. Supervision is exercised over the work of automotive mechanics and other skilled and unskilled workers. Performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Supervises the repair and maintenance of all automotive and special equipment used in highway construction and maintenance;
Analyzes trouble in gasoline and diesel motors and decides on needed repairs;
Leads in the most difficult repairs of gasoline and diesel motor equipment;
Supervises and participates in machine shop welding and blacksmith operations;
Makes estimates of time and cost and prepares requisitions for parts;
Organizes repair schedules to permit the efficient and economical use of equipment;
Maintains inventory and requisitions parts as needed;
Keeps records of repairs performed, parts replaced and makes recommendations for replacement of worn equipment;
Inspects vehicles and maintains records of automotive equipment in accordance with State inspection law requirements.
Performs a variety of related activities as required.

Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Thorough knowledge of the common practices, tools, terminology and safety precautions of the trade; ability to plan and supervise the work of others; ability to work from plans and specifications; ability to understand and follow written and oral directions; initiative; dependability.

MINIMUM QUALIFICATIONS: Either

- a) Three (3) years of experience as a journeyman automotive mechanic including two (2) years of supervisory experience; or
- b) Eight (8) years of progressively responsible experience as a skilled automotive mechanic including three (3) years of supervisory experience; or
- c) Any equivalent combination of experience and training as indicated in a) and b).

SPECIAL REQUIREMENT:

Incumbents must possess a valid New York State Commercial Drivers license appropriate to the type and size of equipment being operated.