

AUTO MACHINIST

General Statement of Duties and Responsibilities

Under supervision, rebuilds, repairs and maintains machine parts for automotive, construction and special equipment powered by internal combustion engines; performs related work.

Examples of Typical Tasks

Repairs and rebuilds internal combustion engines, transmissions and rear ends.

Operates automotive repair power equipment such as lathes, drill presses, crankshaft grinders, cylinder borers, valve grinders, etc.

Reclaims salvageable automotive equipment.

Works with drawings.

Works with and operates shop testing equipment and measuring instruments.

Supervises and trains assigned personnel.

Prepares reports and orders.

Maintains records and inventories of supplies and materials.

Operates motor vehicles or equipment in the performance of assigned duties.

AUTO MACHINIST (continued)

Qualification Requirements

1. Five years of full-time satisfactory experience as a machinist in the repair and maintenance of internal combustion automotive engines and component parts; or
2. At least two and one-half years of experience as described in "1" above, plus sufficient full-time experience as a machinist helper or an apprentice machinist, or training or education of a relevant nature acquired in an approved trade school, technical school or vocational high school, to make up the equivalent of the remaining required experience.

The apprenticeship must be recognized by the New York State Department of Labor, the U.S. Department of Labor, or any apprenticeship council which is recognized by the U.S. Department of Labor. The technical school, trade school, or vocational high school must be approved by a State's Department of Education or a recognized accrediting organization.

Each year of helper or apprentice experience, or approved training or education is equivalent to six months of satisfactory experience up to a maximum of two and one-half years of satisfactory experience.

AUTO MACHINIST (continued)

License Requirements

A Motor Vehicle Driver License valid in the State of New York. This license must be maintained for the duration of employment.

For certain agencies, candidates may be appointed subject to the receipt of a New York State Class B Commercial Driver License with no restrictions, within one year of appointment. The New York State Class B Commercial Driver License with no restrictions must be maintained for the duration of employment in such an agency.

Direct Lines of Promotion

<u>From:</u>	Machinist's Helper (92611)	<u>To:</u>	Supervisor of Mechanics (Mechanical Equipment) (92575)
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