

NASSAU COUNTY Title : AUTOMOTIVE SERVICER code: 830030 5LK

GENERAL STATEMENT OF DUTIES

Performs routine manual work servicing automotive equipment; performs related duties as required.

COMPLEXITY OF DUTIES

Under direct supervision, the position requires the limited use of judgment, and the duties are routine and repetitive.

TYPICAL DUTIES

- * 1. Pumps gas, changes oil, lubricates, cleans radiators, repairs flat tires, replaces batteries, washes equipment, and performs other routine automotive servicing.
- * 2. Maintains records of all fuel, oil, and other automotive supplies issued.
- 3. Parks vehicles in proper locations.
- * 4. Performs general cleaning or laboring work in garage or work areas.
- 5. Acts as chauffeur, as required.

***ADA ESSENTIAL FUNCTIONS**

FULL PERFORMANCE KNOWLEDGES, SKILLS, AND ABILITIES

1. Ability to learn the use of tools and equipment employed in motor vehicle servicing.
2. Ability to perform routine manual work servicing automotive equipment.
3. Ability to maintain simple records and to follow oral instructions.
4. Ability to operate a variety of trucks and other automotive equipment.

MINIMUM QUALIFICATIONS

Training and Experience

1. Graduation from high school;
- or
2. Completion of eighth grade education and One year of satisfactory experience as a gas station attendant or in performing routine servicing of a variety of automotive equipment.

Necessary Special Requirement

Continuing possession of an appropriate class, valid CDL Driver's License issued by the State of New York.

Send resume plus cover letter summarizing qualifications and salary requirements to:

Bob Weitzner, Commissioner of Finance and Human Resources
Town of North Hempstead
220 Plandome Road
Manhasset, New York 11030.

E-mail careers@northhempsteadny.gov