

Jurisdiction: City of Ithaca
Jurisdictional Class: Competitive
Adopted: 04/06/05
Revised: 09/15/10, 09/07/22

MOTOR EQUIPMENT MECHANIC SUPERVISOR

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for supervising and participating in the skilled maintenance and repair of a wide variety of motor and other public works equipment. The incumbent plans and oversees the details of assigned work projects and supervises skilled mechanics and mechanic helpers engaged in mechanical and bodywork maintenance and repair tasks. The incumbent also directly performs skilled motor equipment maintenance and repair work, and inspects motor equipment to ensure compliance with the New York State Motor Vehicle Inspection Code. The work is performed under the general supervision of the Motor Equipment Maintenance Supervisor with considerable leeway allowed for planning and supervising the details of the work. Direct supervision is exercised over the work of Motor Equipment Mechanics, Motor Equipment Mechanic Helpers and vocational education students. Does related work as required.

TYPICAL WORK ACTIVITIES:

Supervises and participates in the skilled diagnosis, repair, and maintenance of gasoline and/or diesel powered motor equipment including trucks, lawn mowers, snow plowing equipment and buses;
Supervises and participates in skilled mechanical work, including the repair and replacement of engines and engine components, repairs to ignition systems, transmissions, hydraulic and brake systems, power trains, bearings and axles and suspension systems;
Supervises and participates in body work including sandblasting rusted surfaces, cutting and welding vehicle bodies, straightening vehicle chassis and bodies, and prepaing and painting vehicle surfaces;
Supervises and participates in the fabrication, repair, attachment and removal of snow plow blades and other auxiliary equipment;
Supervises and participates in the inspection of equipment for safety and effective operation including inspecting motor vehicles for compliance with the New York State Motor Vehicle Inspection Code;
Supervises and participates in the inspection, repair and adjustment of equipment and machinery including jackhammers, generators and compressors;
Observes the work performed and inspects its final completion in order to ensure safety, effectiveness and efficiency;
Contacts paint and body shops, tow companies, tool supply companies and new and used auto parts stores to obtain materials and information relative to the work performed;
Operates and supervises the operation of a variety of hand and power tools including wrenches, socket sets, screwdrivers, meters, torches, welders, diagnostic computers, measuring devises, grinders, paint guns and tire balancer;
Performs manual labor including lifting equipment and parts, climbing ladders, and sweeping floors;
Creates and maintains records and reports relative to the work;
May act for and in place of the Motor Equipment Maintenance Supervisor as assigned.

FULL PERFORMANCE, KNOWLEDGES, SKILLS, ABILITIES, PERSONAL CHARACTERISTICS:

Thorough knowledge of standard gasoline and diesel motor equipment repair methods and of the terminology, tools and safety precautions of the trade; thorough knowledge of inspection requirements relative to the New York State Vehicle Inspection Code; skill in performing gasoline and diesel motor equipment maintenance and repair tasks; skill in the safe and efficient operation of motor equipment; ability to assign, lay-out and oversee the work of others; ability to correctly diagnose and resolve mechanical, electrical, hydraulic and other equipment problems; ability to understand and follow oral and written instructions; ability to successfully work with and serve a diverse local community; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- (a) Possession of an Associate's degree or certificate in gasoline and diesel motor equipment repair technology or a closely related field; and two (2) years of full-time paid journey level experience, or its part-time paid equivalent, in gasoline and diesel motor equipment repair; or
- (b) Graduation from a high school technical or other vocational program in motor equipment repair and three (3) years of full-time paid experience, or its part-time paid equivalent, in gasoline and diesel motor equipment repair, at least two (2) years of which must have been at the journey level; or
- (c) Graduation from high school or possession of a high school equivalency program and four (4) years of full-time paid experience, or its part-time paid equivalent, in gasoline and diesel motor equipment repair, at least two (2) years of which must have been at the journey level; or
- (d) An equivalent combination of training and experience as defined by the limits of (a), (b) and (c).

Note: College degrees must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education and/or U.S. Secretary of Education. If an applicant's degree was awarded by an educational institution outside the United States and its territories, the applicant must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found at <https://www.cs.ny.gov/jobseeker/degrees.cfm>. Applicants are responsible for payment of the required evaluation fee.

SPECIAL REQUIREMENTS:

1. Candidates must possess a valid New York State Class D driver license or a valid driver license equivalent to a New York State Class D driver license at the time of appointment and must obtain a New York State Class B Commercial Driver License (CDL) or a valid Commercial Driver License equivalent to a New York State Class B Commercial Driver License within six (6) months of appointment. Said licenses must be maintained for the duration of employment.
2. Appointees must obtain an appropriate level New York State Motor Vehicle Inspector's License within six months of appointment and must maintain said license for the duration of employment.