

**CITY OF NIAGARA FALLS**  
**DEPARTMENT OF HUMAN RESOURCES**

November 18, 2021

**UPCOMING JOB VACANCY**

<b><u>TITLE:</u></b>	<i>Automotive Mechanic's Helper</i>
<b><u>DEPARTMENT/DIVISION:</u></b>	<i>DPW/Automotive</i>
<b><u>NUMBER OF VACANCIES</u></b>	One (1)
	Grade 8 \$15.83- \$22.24 per hour \$32,921-\$46,257 annually
<b><u>ELIGIBILITY:</u></b>	All qualified applicants

**Distinguishing Features of the Class:** This is primarily unskilled and semi-skilled work performed in the City's Automotive Division. Employees in this class assist skilled automotive mechanics and individually perform semi-skilled work in connection with the repairs, maintenance and overhauling of automotive equipment. Unskilled assignments are performed in accordance with general instructions, while semi-skilled and skilled assignments are outlined in detail and performed under close supervision. Because of the nature of this work, the incumbent in this position may be asked to work shift work. General or direct supervision is received from an Automotive Mechanic or other assigned superior as the situation requires. All work is inspected in detail at completion. An automotive Mechanic's Helper should be willing to learn and perform tasks with increased difficulty. The Automotive Mechanic's Helper performs related work as required.

**Full performance Knowledge's, Skills, Abilities and Personal Characteristics:** Working knowledge of automotive mechanics and of approved service methods; working knowledge of the terminology and tools of the trade; willingness to constantly perform routine tasks satisfactorily; willingness to learn; mechanical aptitude; thoroughness; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:**

(A) Completion of elementary school and six (6) months experience as an apprentice to a journeyman Automotive Mechanic;

OR

(B) Completion of an Automotive Mechanics course in a vocational high school;

OR

(C) An equivalent combination of training and experience as defined by the limits of (A) and (B)

**SPECIAL REQUIREMENTS:**

Possession of a New York State driver's license within six (6) months of permanent appointment.

**THIS NOTICE WILL BE POSTED FOR A PERIOD OF FIVE (5) WORKING  
DAYS FROM NOVEMBER 18, 2021 THROUGH NOVEMBER 26, 2021**