

Applications being accepted for Substitute, Part-Time and Full-Time vacancies, as they occur.  
Substitute pay starts at: \$17.05/hour

## AUTOMOTIVE MECHANIC HELPER

DISTINGUISHING FEATURES OF THE CLASS: This is beginning level automotive repair and maintenance work. While routine tasks are performed independently, any work above that level is supervised closely by a skilled mechanic. When not involved in the repair or service of motor equipment, may be assigned to routine building maintenance or cleaning tasks. Does related work as required.

### TYPICAL WORK ACTIVITIES: (Illustrative only)

Checks tires and repairs flats;  
Changes oil and lubricates automotive equipment;  
Assists mechanic in the grinding of valves and the fitting of bearings, pistons, and rings;  
Assists in the repairing and overhauling of brake systems, differentials, transmissions and front and rear axles;  
Helps adjust steering mechanism and align wheels;  
May sweep, mop, wash walls, dust and perform other needed cleaning tasks;  
Mows lawns, trims hedges and performs other grounds maintenance tasks;  
Performs unskilled painting and building maintenance or repair tasks, as assigned.

### FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of standard automotive repair methods and the tools and terminology of the trade; willingness to perform mechanical work; ability to understand and carry out oral directions; good motor and hand and eye coordination; mechanical aptitude; physical condition commensurate with the demands of the position.

### MINIMUM QUALIFICATIONS: None

REVISED: 8/8/08; 12/12/19

CIVIL SERVICE CLASSIFICATION: LABOR