

# HERKIMER COUNTY DEPARTMENT OF HIGHWAYS

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313 THIRD AVENUE \* HERKIMER, NEW YORK 13350 \* (315) 867-1193 \* FAX (315) 866-6793

## HERKIMER COUNTY HIGHWAY DEPARTMENT POSTING FOR Auto Mechanic May 20, 2026

Employment: Full Time  
Position: Auto Mechanic (Probationary)  
No. of Positions: One (1)  
Base Rate: \$24.46/hr  
Tentative Start Date: TBD  
Normal Working Hours: 7:30 am to 4:00 pm

Individuals interested in the position must submit, in writing, to the Highway Maintenance Supervisor, his or her interest in such position within the ten (10) working days posting period. CDL license is required.

Posted: May 20, 2026 through June 3, 2026

## AUTOMOTIVE MECHANIC

**DISTINGUISHING FEATURES OF THE CLASS:** This is skilled work involving responsibility for the overhaul and repair of a wide variety of automotive equipment at times including heavy-duty equipment such as bulldozers, graders and school buses. The work requires a thorough knowledge of the trade. General instructions are received regarding tasks to be performed, but considerable leeway is permitted in planning the details of each assignment. Does related work as required.

**TYPICAL WORK ACTIVITIES:**

- Makes skilled repairs to gasoline and diesel motor equipment, including trucks, tractors, graders, bulldozers and power shovels;
- Repairs or replaces motor pumps, fuel pumps, generators, carburetors, shock absorbers;
- Repairs ignition systems, transmissions, brake systems, clutches, and front and rear axles;
- Adjusts connecting rods and bearings;
- Adjusts steering mechanisms and aligns wheels;
- Makes minor welding repairs to automotive equipment;
- Greases vehicles, changes oil and oil filter;
- Tunes engine and sets the timing;
- Attaches and removes snow plow blades and other auxiliary equipment;
- Works as a bus driver or motor equipment operator when directed.

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

Thorough knowledge of standard automotive repair methods and of the terminology and tools of the trade; demonstrated ability to make difficult repairs to heavy automotive and other mechanical equipment; familiarity with welding techniques; ability to work from plans and specifications and to follow rough draft sketches and oral instructions; good motor and hand and eye coordination; manual dexterity; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** One year of experience as a skilled automotive repairer.

**Special Note:** In the Poland CSD the Automotive Mechanic may perform general building maintenance duties in the bus garage and campus groundwork including plowing and mowing as needed.

**Special Note:** In the Herkimer County Highway Department a valid NYS CDL-B License is required within one year of appointment and must be maintained throughout the appointment.

Non-Competitive Class

Revised June 1989

Revised 3/2/2021 PO

Revised 2/9/2022 PO