



NASSAU COUNTY DEPARTMENT OF PUBLIC WORKS NON-COMPETITIVE JOB OPPORTUNITY

Posting Date : September 5, 2017

Filing Deadline: September 29, 2017

Job Description:

Title: Automotive Services
Unit: Fleet
Grade: 5
Salary: \$24,224 - \$53,780
Location: Varies
Schedule: Varies

Code: 6AK

INSTRUCTIONS FOR COMPLETING APPLICATION

If you are applying for more than one position a separate application must be completed for each title with the title written in the upper right section on the front of the application. Please ensure that all applications are completed accurately and fully, and are signed before they are submitted to this office. Incomplete applications will not be considered or returned.

APPLICATIONS MAY ONLY BE SUBMITTED IN PERSON

The Nassau County Civil Service Application (CSX-1) can be obtained by contacting the Human Resources Unit. All completed applications with any supporting documentation must be submitted on or before the filing deadline to:

Department of Public Works
Human Resources Unit
1194 Prospect Avenue
Westbury, New York 11590

Any application received after the filing deadline will not be considered

It is strongly recommended that you maintain a copy of your application for your records.

RESIDENCY REQUIREMENTS

Must have resided in Nassau County for one year prior to date of posting.

GENERAL STATEMENT OF DUTIES

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

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 in 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 performing routine servicing of a variety of automotive equipment.

Necessary Special Requirement

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