

CITY OF ONEIDA

Municipal Civil Service Commission

Jessica Kaiser, Executive Secretary
jkaiser@oneidacityny.gov



Wendy Matters, Chairperson
Bruce Ironside, Commissioner
James Chamberlain, Commissioner

NOTICE OF OPEN POSITION

Auto Repair Worker

This position is a tested position in the Competitive class (*provisional appointment*) paid at \$26.67 per hour.

DISTINGUISHING FEATURES OF THE CLASS:

This is skilled work involving responsibility for the complete overhaul and repair of a wide variety of automotive equipment including heavy-duty equipment such as bulldozers and graders. 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

- Performs skilled operations in the repair and overhaul of 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 mechanism 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 motor equipment operator when directed.

FULL PERFORMANCE, KNOWLEDGES, SKILLS AND ABILITIES:

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:

Two years of experience as a skilled automotive repair person; or any equivalent combination of experience and training.

CITY OF ONEIDA

Municipal Civil Service Commission

Jessica Kaiser, Executive Secretary
jkaiser@oneidacityny.gov



Wendy Matters, Chairperson
Bruce Ironside, Commissioner
James Chamberlain, Commissioner

SPECIAL REQUIREMENT:

Possession of Commercial Drivers License, Class B with Air Brake and Tank Endorsements within (6) months of appointment.

The City of Oneida is an Equal Opportunity / Affirmative Action Employer

It is the policy of the City of Oneida to provide for and promote equal opportunity in employment, compensation and other terms and conditions of employment without discrimination because of age, race, creed, color, national origin, gender, sexual orientation, disability, military status, genetic predisposition, carrier status, political affiliation, or belief.

Should you be interested, applications and additional information are available in the Civil Service Office, City Hall (2nd Floor), 109 N. Main Street, Oneida, NY 13421, or downloaded at our website: oneidacityny.gov

Submitted by: **Jessica Kaiser,**
Executive Secretary to the Commission

Posted:04/20/2026