



**Office of Personnel and Civil Service  
Job Announcement  
Please Post Conspicuously**

Michael Mascarenas  
County Manager

Shaun Gilliland  
Chairman of the Board

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**TITLE:**                   **ASSISTANT SUPERVISING MECHANIC**  
                                  *(\*Provisional Appointment)*

**SALARY:**               **\$27.75/HR.**  
                                  Current employees hired ***PRIOR*** to 2009, please contact the Personnel Office for rate of pay.

**LOCATION:**             Essex County Department of Public Works, Lewis

**BENEFITS:**           Health Insurance, Dental Insurance, Sick, Vacation, and Personal time, NYS Retirement, Life Insurance, Flexible Spending Plan, Paid Holidays, Employee Assistance Program, Employee Premium Enhancement, and 40 Hour work weeks.

**JOB SUMMARY:**     The work involves responsibility for the assistance of maintenance and repair of a variety of County automotive, road construction, and mechanical equipment. These duties involve responsibility for supervising and performing skilled repair and maintenance tasks requiring a thorough knowledge of the trade. An employee in this class is responsible for all facets of maintenance and repair of County vehicles and equipment including wheel and track vehicles and light and heavy machinery. The work is performed under general supervision with wide latitude permitted for planning work methods and assuming responsibility for final results. Repair jobs are assigned to automotive and/or construction equipment mechanics and inspected upon completion. This position is intended to assist the current Supervising Mechanic and perform tasks and supervision under the direct supervision of the Supervising Mechanic. The incumbent does related work as required and is expected to be a "working supervisor" performing the daily duties and responsibilities of a Construction Equipment Mechanic

**MINIMUM QUALIFICATIONS: Either:**

(a) Graduation from high school or possession of an equivalency diploma and two years of progressively responsible paid experience as a skilled mechanic of both heavy construction equipment and automotive equipment; or

(b) Graduation from high school or possession of an equivalency diploma and four years of progressively responsible paid experience as a skilled heavy construction equipment mechanic; or

(c) Six years of progressively responsible paid experience as a skilled automotive mechanic; or

(d) An equivalent combination of training and experience as defined by the limits of (a), (b), and (c).

**(OVER)**



**Essex County Dept. of Personnel & Civil Service**

**Essex County Government Center, 7551 Court Street, P.O. Box 217, Elizabethtown, NY 12932**



[essexcountyny.gov/personnel-and-civil-service](http://essexcountyny.gov/personnel-and-civil-service)



**518.873.3360**

**Essex County is an Equal Opportunity Employer**

***SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS:***

Possession of a New York State Class B Commercial Driver's License is required for this position. The New York State Class B Commercial Driver's License may be acquired within the probationary period of the appointment.

Possession of a New York State Group 1 and 2 Inspector's License Certificate for Light Duty, Heavy Duty and Trailer vehicle groups or higher at the time of appointment. The Inspector's Licenses may be acquired within the probationary period of the appointment.

***NOTE: College level training in automotive or heavy equipment repair may be substituted for up to two years of the required experience on a year for year basis.***

**Residency Requirement:** There is no residency requirement.

**Additional Information:** Qualified candidates will be subject to a Civil Service examination to be announced at a later date. Applications will be accepted until the closing date for the examination. People seeking employment with Essex County shall be required to submit to a drug and alcohol screening/testing, pre-employment physical, and additionally may be required to submit to a fingerprint background check, depending upon the specific requirements of the position.

**Posting Date:** April 17<sup>th</sup>, 2025

**Application Deadline:** April 28<sup>th</sup>, 2025



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