

Job Description

Job Title: Bus Maintainer – Group B (Auto Mechanic)

Job ID:

Location: Various

Full/Part Time: Full-Time

Regular/Temporary: Regular

Job Information:

First Date of Posting: April 15, 2024

Last Date of Filing: Until Filled

Authority: New York City Transit (TA)

Department: Bus Maintenance

Division/Unit: Buses

Reports to: Supervision

Work Location: Various

Hours of Work: Various

***This is a civil service position. Selected candidates must pass a civil service examination and be appointed or promoted from the resulting list to gain permanent status and retain their employment in this position.**

****Incumbents who are currently permanently employed in the title of Maintainer's Helper – Group B in the Department of Buses for at least one year are eligible to be promoted on a provisional basis.**

Compensation:

Salary Range: The current minimum salary for Bus Maintainer - Group B is \$34.86 per hour for a 40-hour week increasing to \$41.01 per hour in the sixth year of service. These rates are subject to change. The benefits of this position include, but are not limited to, night and weekend salary differentials, paid holidays, vacation and sick leave, a comprehensive medical plan and a pension plan.

Responsibilities:

Bus Maintainers - Group B, under supervision, maintain, inspect, test, diagnose, alter, rebuild and repair electrical, electronic, mechanical, hydraulic, pneumatic and air conditioning equipment of MTA New York City Transit's buses, trucks and other motor vehicles. They inspect, test, alter and repair diesel and gasoline engines, hybrid natural gas/electric engines/motors, inverters, high pressure fuel systems, clutches, transmissions, axles, generators, compressors, air conditioning systems, brake assemblies, door wheelchair lifts, and electrical and mechanical accessories, align, adjust and/or repair wheels, steering equipment and suspension systems; reline and adjust brakes and clutches; diagnose and repair modular automotive multiplex systems; operate power machine tools and portable power tools; use electronic diagnostic tools; use hand tools; record data and keep records; use computerized equipment; drive motor vehicles; may travel for training and vehicle inspection functions; and perform related work.

Some of the physical activities performed by Bus Maintainers – Group B and environmental conditions experienced are: crawling under buses and working in confined areas; lifting and carrying heavy equipment; moving out of the way of moving buses and overhead cranes; manually removing and installing parts and bolts in confined areas; making visual inspections of equipment; distinguishing colors; reading gauges and prints; responding to sounds from warning bells, horns and vehicle movement; and working outdoors in all weather conditions.

Internal Candidates: This position is open to each employee of MTA New York City Transit that is permanently (not provisionally) employed in the eligible title of Maintainer's Helper – Group B, in the Department of Buses, and has been permanently employed in such title for not less than one year; and is not otherwise ineligible.

OR

External Candidates: When you apply, you must meet the following requirements:

1. Four years of full-time satisfactory experience as a journey-level mechanic (i.e., a fully trained, knowledgeable, experienced, proficient, and competent mechanic) repairing passenger automobiles, trucks, buses, or aircrafts; or
2. Three years of full-time satisfactory experience at the journey-level as described in paragraph "1" above, plus the completion of one of the following listed below before obtaining your journey-level experience:
 - A. Two years of full-time satisfactory experience as a mechanic's helper, apprentice or trainee performing or assisting in the work described above; or
 - B. Graduation from a recognized trade school or technical school with a major course of study in automotive mechanics or a closely related field, totaling 600 hours; or
 - C. Graduation from a vocational high school with a major course of study in automotive mechanics, or a closely related field; or
 - D. Graduation from an accredited college or university with an associate's degree or higher with a major course of study in automotive mechanics or a closely related field.

Selection Method / Admission Letter:

Candidates may be asked to participate in one or more of the following: an education and experience test, a written assessment, a practical skills assessment and/or a structured interview.

Applicants must keep their contact information (email, mailing, phone) up to date. The contact information you entered in your online profile with the MTA will be used to contact you. You can update your address and other contact information by logging into your MTA profile or by sending an email to examsunit@nyct.com.

Requirements to be Appointed or Promoted:

From the competitive title of Maintainer's Helper – Group B: At the time of appointment or promotion, you must have completed your probationary period in the eligible title of Maintainer's Helper- Group B and you must be permanently employed in that eligible title or your name must appear on a Preferred List for that eligible title. Additionally, you must have served permanently in the eligible title of Maintainer's Helper – Group B for at least one year.

Driver License Requirement: At the time of appointment or promotion, you must possess a Motor Vehicle Driver License valid in the State of New York.

Within 14 days of appointment, you must obtain a Learner Permit for a Class B CDL valid in the State of New York with a passenger endorsement and no airbrake restrictions, or any other disqualifying restrictions. Additionally, a Class B CDL valid in the State of New York with a passenger endorsement, no airbrake restrictions, and no other disqualifying restrictions must be obtained within 120 days of appointment, or your employment will be terminated. If you have serious moving violations, a license suspension, or an accident record, you may be disqualified.

The Class A or Class B Commercial Driver License (CDL) with a passenger endorsement, no airbrake restrictions and no other disqualifying restrictions must be maintained for the duration of your employment in the title. Such license must not include any restrictions which would preclude the performance of Bus Maintainer – Group B work.

Commercial Motor Vehicle Driving Experience in the Military or New York National Guard: If you are an active member or former member (discharged in the past year) of the military or New York National Guard and have experience driving a Commercial Motor Vehicle in the military or New York National Guard, you may be eligible for a waiver of the New York State commercial driving skills test through the New York State Department of Motor Vehicles. If you believe that you may be eligible for this waiver, you must apply for the waiver through the New York State Department of Motor Vehicles.

Medical Requirement: Medical guidelines have been established for the position of Bus Maintainer – Group B. Candidates will be examined to determine whether they can perform the essential functions of the position of Bus Maintainer – Group B. Where appropriate, a reasonable accommodation will be provided for a person with a disability to enable such person to perform the essential functions of the job.

Drug Screening Requirement: You must pass a drug screening in order to be appointed or promoted, and if appointed or promoted you will be subject to random drug and alcohol tests for the duration of your employment. Additionally, if you have tested positive on a drug or alcohol test or had a refusal to test during preemployment or while employed by a Federal DOT-regulated employer during the applicable period, you must have completed the Substance Abuse Professional (SAP) evaluation, referral and education/treatment process required by federal law in order to be promoted to this safety-sensitive position.

Residency: New York City residency is not required for this position.

English Requirement: You must be able to understand and be understood in English to perform the duties and responsibilities of the position.

Proof of Identity: Under the Immigration Reform and Control Act of 1986, you must be able to prove your identity and your right to obtain employment in the United States prior to employment with MaBSTOA and MTA Bus Company.

Additional Information

Training: You may be required to undergo a formalized training course during your probationary period. Failure to successfully complete the training course may result in termination or being returned to your previously held permanent title.

Probationary Period: You will be required to complete a probationary period. If you do not successfully complete the probationary period, you may be terminated or returned to your previously held permanent title.

Equal Employment Opportunity:

MTA is an Equal Opportunity Employer, including veteran status and individuals with disabilities. The MTA encourages qualified applicants from diverse backgrounds and experiences, including military service members, to apply.

How to Apply:

If you meet the qualification requirements above, you can submit an online application by clicking the MS Forms link below. Make sure that you completely fill out the form and submit it when you are finished.

<https://forms.office.com/g/PAYPZtPfN6>