



<b>TITLE:</b>	<b>BUILDING MAINTENANCE MECHANIC</b>
<b>JURISDICTION CLASS:</b>	Non-Competitive
<b>CIVIL DIVISION:</b>	Schools & County
<b>ADOPTION:</b>	June 22, 1977
<b>REVISED:</b>	5/12/97, 6/30/14, 9/10/14, 6/28/17

### **DISTINGUISHING FEATURES OF THE CLASS:**

The work involves responsibility for performing a variety of skilled mechanical and other maintenance, repair and construction related tasks which may be performed indoors or outdoors under adverse working conditions. Incumbents of this class, because of individual skill, training or experience, generally devote a greater part of their time to a particular specialized field, but they are required to work in various mechanical fields as the occasion demands. The work performed includes carpentry, masonry, plumbing, painting, heating or electrical installation, maintenance and repair. This class is distinguished from Maintenance Worker by the performance of skilled tasks a majority of the time. The incumbent may act as a lead worker within their area of expertise. Work is performed under general supervision with leeway allowed for the exercise of independent judgment in carrying out the details of the work. Does related work as required.

### **TYPICAL WORK ACTIVITIES:** (Illustrative Only):

- Installs and repairs electrical wiring and equipment;
- Cleans, maintains and makes repairs to boilers, pumps, heaters, piping, valves, traps, compressor motors and generators;
- Builds and/or installs cabinets, shelves, doors, paneling, flooring, windows and locks;
- Installs and repairs water lines, plumbing fixtures such as sinks, toilets and showers;
- Repairs windows, doors, floors, walls and furniture, roofs, screens and sprinklers;
- Perform masonry duties such as mixing plaster and concrete, laying brick or blocks, preparing forms, installing reinforcing rods and pouring concrete;
- Performs preventive maintenance on agency vehicles, equipment and fixed property;
- Prepares surfaces and paints exteriors and interiors of buildings, structures and equipment;
- Performs general grounds maintenance activities;
- Monitors and records energy conservation equipment readings and makes necessary adjustments to insure proper levels of balance and operation;
- Confers with supervisors on maintenance, repair, construction and operational needs;
- Loads and unloads materials and supplies and records goods received and shipped;
- May maintain records and reports of maintenance performed and materials received and used.

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

Thorough knowledge of the practices and techniques of one of the standard trades; Good knowledge of modern building and grounds maintenance practices; Good knowledge of the common practices, tools, terminology and safety precautions associated with modern building maintenance; Ability to effectively and efficiently use a variety of hand and power tools such as saws, drills, electric nailer, radial arm saw, drill press, 22 caliber ram set, router, welder, pipe fitting equipment, electric testers, torches, etc.; Ability to participate in assigned projects and lay-out work for others; Mechanical aptitude.

**MINIMUM QUALIFICATIONS:**

Two (2) years of experience in either general building construction, maintenance or repair work in one or more of the standard trades such as carpentry, plumbing, electrical work, masonry, etc.

When position is located at Finger Lakes Airport, experience as a pilot or airplane mechanic may be substituted for building construction, maintenance or repair work in one of the standard trades.

**SPECIAL REQUIREMENT:**

Possession of a valid New York State Driver's License is required.