



Waterloo Central School District

Terri Bavis, Superintendent of Schools
109 Washington Street Waterloo, NY 13165
(315) 539-3456

Posting: 1/16/20-1/31/20

VACANCY ANNOUNCEMENT

POSITION AVAILABLE:

Senior Building Maintenance Mechanic, *Provisional Appointment*

SALARY:

\$16.84 per hour (minimum)

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for supervising others involved in maintenance, repair and construction related tasks and performing a variety of skilled mechanical and maintenance work. 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 are required to work in various mechanical fields as the occasion demands. The work is distinguished from Building Maintenance Mechanic by the presence of supervisory responsibility and the high skill exercised in performing the duties. The incumbent works under general supervision with leeway allowed for the exercise of independent judgment in carrying out the details of the work. Supervision is exercised over skilled and unskilled subordinate employees. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only):

Supervises the work of maintenance mechanics, maintenance workers, laborers, cleaners or other subordinates;

Makes periodic inspections to determine condition and need for maintenance or repair of grounds, buildings and equipment;

Confers with superior and assists in planning work activities;

Requisitions materials and maintains records and reports of maintenance performed and materials received and used;

Perform maintenance and repair to buildings and equipment in a variety of areas which may include electrical, plumbing, carpentry, painting or masonry activities;

Performs general grounds maintenance activities;

Monitors and records energy conservation equipment readings and makes necessary adjustments to insure proper levels of balance and operation;

May load and unload materials and supplies and record goods received and shipped;

QUALIFICATIONS: **Open-Competitive Qualifications:** Three (3) 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. Must pass exam when it is available.

Promotional Qualifications: One year of experience and currently serving as a Building Maintenance Mechanic. Must pass exam when it is available.

APPLICATION PROCEDURE:

Apply online <https://seneca-portal.mycivilservice.com/jobopps> through the Seneca County Personnel Office, 1 DiPronio Drive, Waterloo, New York. Selected candidates will be contacted for interviews.

Waterloo School District is in compliance with the United States Civil Rights Act of 1964 and the Title IX Educational Amendment of 1972, Part 86, and Section 504 of the Rehabilitation Act of 1973. The School District provides equal employment opportunity to all individuals and does not discriminate on the basis of race, color, creed, national origin, disability, marital status, sexual orientation, gender, military/veteran status, genetic status, prior criminal record, or victim of domestic violence.