

Jurisdictional Class: Competitive
EEO Category: Skilled Craft
Revised: 10/31/2023

BUILDING MAINTENANCE MECHANIC

DISTINGUISHING FEATURES OF THE CLASS: This position involves a variety of building maintenance and repair tasks of a skilled or semiskilled nature. Employees in this class are required to work in various mechanical trades as the occasion demands. In this respect, the class differs from such classes as Painter, Carpenter, Plumber, etc., which limit incumbents to a single trade. The duties of this class differ from Building Maintenance Worker due to the more skilled nature of the work involved. Incumbents perform their duties with some latitude for independent planning or laying out of the work details. The incumbent performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Leads in repairs to plumbing, steam lines, electric wiring and equipment, furniture, doors and windows, hardware, and varied mechanical equipment and machinery;
Installs shelving, storage cabinets and new hardware;
Does skilled painting work;
Oversees and takes part in ordinary building cleaning operations;
Oversees the operation of a central heating system;
Makes inspections of property to ascertain repair needs;
Estimates material required for repairs;
Participates in a general grounds maintenance program.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Thorough knowledge of the practices, processes, materials and tools of the principal trade to which assigned; good knowledge of one or more additional trades; good knowledge of modern buildings and grounds maintenance and repair practices; familiarity with the operation and maintenance of high-pressure heating systems; ability to plan work; ability to understand oral and written directions; mechanical aptitude.

MINIMUM QUALIFICATIONS: Either:

- (A) Possession of Associate's Degree in construction, engineering technology, or a closely related field **AND** one (1) year of experience in building construction or one of the standard trades; **OR**
- (B) Graduation from high school or possession of a high school equivalency diploma **AND** three (3) years of experience in building construction or one of the standard trades; **OR**
- (C) Four (4) years of experience in building construction or one of the standard trades.

SPECIAL REQUIREMENT: Certain assignments made to employees in this class will require access to transportation to meet field work requirements in a timely and efficient manner.

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NOTES:

1. Verifiable part-time experience will be pro-rated toward meeting full-time experience requirements.
2. Degree(s) must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If the degree was awarded by an educational institution outside the United States and its territories, the candidate must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. Candidates will be required to pay the evaluation fee.

Adopted: 01/28/1982

Revised: 09/23/1994, 03/09/2010, 11/17/2016, 05/29/2018, 08/04/2022, 10/31/2023