

Civil Division: Oneida County Government; Schools; Town of Whitestown
Jurisdictional Class: Competitive
EEO Category: Skilled Worker
Revised: 03/09/10

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 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. In those cases where supervisory responsibilities are involved, the incumbent acts as supervisor of a number of workers, who perform maintenance and repair jobs of a semiskilled nature. The incumbent performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Supervises or 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;

Supervises and 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 and supervise the work of others; ability to understand oral and written directions; mechanical aptitude.

MINIMUM QUALIFICATIONS: Two (2) years of experience in either building construction or building trades work in one or more of the standard trades such as carpentry, plumbing or electrical work.

NOTE: Verifiable part-time experience as described above will be pro-rated toward meeting full-time experience requirements.