

Civil Division: Oneida County Government, Schools, Towns,
Villages & Libraries
Jurisdictional Class: Non-Competitive
EEO Category: Service/Maintenance
Revised: 10/24/12

BUILDING MAINTENANCE WORKER

DISTINGUISHING FEATURES OF THE CLASS: This is semi-skilled work involving responsibility for independently performing a variety of mechanical and other building maintenance tasks or for serving as a helper to a journeyman tradesman. In either case, although a working knowledge of one or more trades is usual, a maintenance worker does not utilize the more skilled journeyman techniques for any considerable portion of his time. In addition, the work may involve the part-time operation of a truck, automobile, or other automotive equipment or supervision of others. General instructions are received and work is performed under immediate or general supervision depending upon the nature of the task. When employed at the Oneida County Airport, the incumbent may be required to complete in-house training in fire and rescue techniques in order to assist fire and rescue crews in an emergency. The incumbent performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Performs general building and grounds maintenance and housekeeping duties;
Serves as general handyman performing a variety of semi-skilled duties;
Supervises other employees as directed;
Performs semi-skilled work in masonry, carpentry, electrical and painting operations;
Helps to install and repair wiring systems and electric fixtures and equipment;
Repairs windows, doors, floors, walls and other parts of buildings;
Does interior and exterior painting where quantity rather than fine quality of work performed is the principal object;
Helps to install and repair general plumbing equipment, such as sinks and baths;
Assists in cleaning and repairing boilers, pumps, heaters, pipe lines, valves and traps;
Mixes plaster and concrete and assists in laying brick, plastering walls, finishing concrete work, etc.;

Operates trucks, automobiles, air compressors, and other motorized equipment;
When employed at the Oneida County Airport, the employee may assist fire and rescue crews in an emergency.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of modern buildings and grounds maintenance and repair practices; working knowledge of the practices and techniques of one or more of the standard trades; mechanical aptitude, industry; dependability; manual dexterity; when employed at the Oneida County Airport, ability to learn aircraft rescue, fire rescue and disaster techniques.

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MINIMUM QUALIFICATIONS:

Two (2) years of experience in either general building maintenance, maintenance and repair of roads or streets, **OR** in building trades work which has involved one or more of the standard trades, such as carpentry, plumbing or electrical.

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

Adopted: 02/11/82

Revised: 10/17/88, 06/09/89, 07/05/89, 10/31/90, 06/30/94, 04/04/95, 05/07/97, 10/24/12