

Jurisdiction: Cortland County
Jurisdictional Class: Non-competitive
Adopted: 10/20/05
Amended: 7/23/08; 12/18/09

BUILDING MAINTENANCE MECHANIC

DISTINGUISHING FEATURES OF THE CLASS:

The work` involves responsibility for the repair and maintenance of buildings and equipment. The work performed is of a general mechanical nature and may include carpentry, plumbing, painting, masonry, heating or electrical maintenance and repair, or related trades. Although employees of this class, because of individual training or experience, may devote a greater part of their time to particular specialized fields, they are required to work in various mechanical maintenance fields as the occasion demands. Employees in this class work under general supervision allowing for the exercise of independent judgment in carrying out the details of the work. Direct supervision may be exercised over the work of Building Maintenance Workers and other subordinate employees. 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, repairs and/or installs cabinets, shelves, doors, paneling, flooring, and locks;
Installs and repairs plumbing fixtures such as sinks, toilets and showers;
Prepares surfaces and paints exteriors and interiors of buildings and structures;
Performs repairs to plumbing, electrical wiring and equipment, and varied mechanical equipment and machinery;
Makes inspections of property to ascertain repair needs;
Estimates material required for repairs;
Keeps daily time and material records;
Operates a variety of hand and power tools and equipment in the course of maintenance activities;
Repairs windows, doors, floors, walls, and other parts of buildings;
Operates trucks, cars, air compressors, and other motorized equipment;
May supervise the work of subordinates on a work project;
May clean, maintain and make repairs to boilers, pumps, heaters, piping, valves, traps, compressor motors and generators.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of skilled building maintenance and repair practices;
Working knowledge of hand and power tools and equipment used in building maintenance and repair;
Ability to understand and follow oral and written instructions;

Ability to perform skilled building repairs;
Ability to lift and use power tools and equipment;
Ability to prepare and keep simple records and reports;
Physical conditions commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- (a) One (1) year of experience at a journey-level in one of the skilled building trades; or
- (b) Four (4) years of experience in either general building construction or maintenance work; or
- (c) An equivalent combination of training and experience as defined by the limits of (a) and (b).

Note: Technical school, post secondary trade school, internships, and apprenticeships in any of the skilled trades may be substituted for experience.

SPECIAL REQUIREMENT: Possession of a valid NYS driver's license is required. Failure to maintain a NYS Driver's License including driving privileges throughout employment will result in disciplinary action or dismissal.

OSHA Bloodborne Pathogens Classification: Category 2