

BUILDING MAINTENANCE MECHANIC

LOCATION: Tioga County School District
CLASSIFICATION: Non - Competitive
SALARY: Varies by District
ADOPTED: Revised 5/97; att. in levels added 3/00, 9/03, 8/06, Revised 1/20, Tioga Co. Personnel & Civil Service

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for the repair and maintenance of buildings and grounds. The work performed is of a general mechanical nature, which may include but is not limited to carpentry, plumbing, painting, welding, masonry, heating or electrical maintenance and HVAC systems maintenance. 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. Employees in this class work under general supervision of the Superintendent of Buildings and Grounds or the Head Building Maintenance Mechanic with some leeway allowed for the use of independent judgment in carrying out the details of the work. Lead and participatory supervision may be exercised over the work of assigned subordinate employees. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

- Installs and repairs electrical wiring and equipment such as access control, fire alarm and motor controls diagnosis;
- Cleans, maintains and makes repairs to boilers, pumps, heaters, piping, valves, traps, compressors, motors, generators and air conditioning/refrigeration equipment;
- Builds, repairs and/or installs cabinets, shelves, doors, paneling, flooring, windows and locks;
- Installs and repairs plumbing fixtures such as sinks, toilets and showers;
- Performs a variety of steam fitting, welding, sheet metal fabricating or machine shop activities;
- Repairs windows, doors, floors, walls, furniture and roofs;
- Performs masonry duties such as mixing plaster and concrete, laying walls, steps, floors and foundations;
- Prepares surfaces and paints exteriors and interiors of buildings and structures;
- Performs general grounds maintenance activities;
- Operates a variety of maintenance vehicles and equipment in connection with the work;
- Removes snow and ice from walks, driveways, steps and building entrances;
- May maintain grounds by mowing, raking, cutting, rolling, reseeding, fertilizing lawns and planting and caring for trees, shrubs and flowers;
- May maintain athletic fields.

FULL PERFORMANCE, KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of the practices, processes, materials and tools of the principal trade in which the experience has been gained; working knowledge of modern buildings and grounds maintenance and repair practices; working knowledge of electrical circuitry; working knowledge of the operation and maintenance of heating, air conditioning and ventilating equipment; working knowledge of grounds maintenance practices and techniques; ability to understand and carry out oral and written instructions; ability to identify and trouble shoot mechanical problems; ability to read wiring blue prints and diagrams, mechanical aptitude; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma and **EITHER:**

- a. One year of full-time experience, or its part-time equivalence, at journey-level in one of the skilled building trades such as carpentry, plumbing, masonry, electrical work, etc.; **OR**
- b. Two years of full-time experience or its part-time equivalent in general building maintenance of building construction; **OR**
- c. An equivalent combination of training and experience as defined by the limits of (A) & (B).

SPECIAL NOTE: Possession of an appropriate level New York State Driver's License* at the time of appointment. License must be maintained continuously during employment.

* Depending on location, may require possession of a CDL.