

Jurisdictional Class: Non-Competitive for Oneida County Government, Mohawk Valley Community College, Towns, Villages, Schools, and Libraries  
EEO Category: Service/Maintenance  
Revised: 10/31/2023

### **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 an assistant 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. General instructions are received and work is performed under immediate or general supervision depending upon the nature of the task. 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;  
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 air compressors and other motorized equipment;  
May calculate cost of labor reports;  
May maintain records of equipment preventative maintenance;  
May prepare requisitions for the purchase of materials relating to building/ground and maintenance operations.

**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.

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**MINIMUM QUALIFICATIONS:** Either:

- (A) Possession of Associate's Degree in construction, engineering technology, or a closely related field; **OR**
- (B) Graduation from high school or possession of a high school equivalency diploma **AND** two (2) years of experience in custodial, building maintenance, or grounds maintenance activities; **OR**
- (C) Three (3) years of experience in custodial, building maintenance, or grounds maintenance activities.

**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.

**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: 02/11/1982  
Revised: 10/17/1988, 06/09/1989, 07/05/1989, 10/31/1990, 06/30/1994, 04/04/1995, 05/07/1997,  
10/24/2012, 10/10/2017, 05/29/2018, 12/30/2022, 10/31/2023