

Jurisdictional Class: Competitive  
EEO Category: Skilled Craft  
Revised: 05/29/2018

## **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 Building 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. The incumbent performs related work as required.

**TYPICAL WORK ACTIVITIES:** (Illustrative Only)

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;  
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 work; ability to understand oral and written directions; mechanical aptitude.

**MINIMUM QUALIFICATIONS:** Either:

- (A) Graduation for a regionally accredited of New York State registered college or university with an Associate's Degree in construction, engineering technology, or a closely related field **AND** one (1) year of experience in building construction or one of the standard trades; **OR**
- (B) Graduation from high school or possession of a high school equivalency diploma **AND** three (3) years of experience in building construction or one of the standard trades; **OR**
- (C) Four (4) years of experience in building construction or one of the standard trades.

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

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Adopted: 01/28/1982

Revised: 09/23/1994; 03/09/2010; 11/17/2016; 05/29/2018