

POSITION CLASS TITLE: MAINTENANCE MECHANIC I

JURISDICTIONAL CLASS: Non-competitive

CIVIL DIVISION: All

AUTHORIZATION: Oswego County Personnel Officer
July 1975 (Revised 5/87, 5/14, 5/18)

POSITION CLASS DEFINITION:

Essential nature of work, degrees of difficulty and responsibility.

This position performs a variety of skilled building repair and maintenance work. Although employees in this class, by reason of personal training and experience, generally devote most of their time working in a single specialized field, they are required to work along various mechanical lines as the occasion demands. Incumbents perform their duties with some latitude for independent judgment in planning and carrying out details of the work. In those cases where supervisory responsibilities are involved, the Maintenance Mechanic acts as foreman over a number of workers who perform buildings and grounds maintenance and repair jobs of a semi-skilled nature. The incumbent does related work as required.

PRIMARY WORK ACTIVITIES:

Typical activities characteristic of the class.

- Supervises or performs repairs to plumbing, steam lines, electrical wiring and equipment, boilers, furniture, doors and windows, hardware and varied mechanical equipment and machinery;
- Installs shelving, storage cabinets and new hardware;
- Performs semi-skilled work in masonry, carpentry, plumbing, electrical, or painting operations;
- Helps to install and repair wiring systems and electric fixtures and equipment;
- Does skilled painting work;
- Oversees and takes part in ordinary building cleaning operations;
- Oversees the operation of a central heating and air conditioning system;
- Makes inspections of property to ascertain repair needs;
- Estimates material required for repairs;
- Keeps daily time and material records;
- Operates trucks, automobiles, air compressors, and other motorized equipment;
- Supervises and participates in general buildings and grounds maintenance programs.

MAINTENANCE MECHANIC I (2040)

KNOWLEDGE, SKILLS AND ABILITIES:

Summary of full performance level characteristics.

THOROUGH KNOWLEDGE OF: practices, processes, materials, tools, and safety precautions of the principal trade in which the experience has been gained; skilled buildings and maintenance and repair practices; familiarity with the operation and maintenance of heating systems; hand and power tools and equipment used in building maintenance and repair;

ABILITY TO: understand and follow oral and written directions; perform and/or supervise skilled work in carpentry, plumbing, electrical, heating and ventilating, painting and plastering associated with building repairs; inspect the work of building trades persons; lift and use heavy power and hand tools and equipment.

MINIMUM QUALIFICATIONS:

Education, specialized background, training and experience.

- A. One (1) year of experience as a journeyman in one of the recognized skilled trades; **OR**
- B. Three (3) years of experience in either general building construction or maintenance work in one or more of the standard trades, such as carpentry, plumbing, electrical; **OR**
- C. An equivalent combination of training and experience as defined by the limits of “A” and “B” above.