

## MAINTENANCE MECHANIC (BUILDINGS)

DISTINGUISHING FEATURES OF THE CLASS: Under supervision, performs a wide variety of skilled work in the repair, maintenance and servicing of school district buildings and facilities. This may involve acting as the skilled member of a small unspecialized work crew or as a skilled one-man maintenance force. Work assignments are initiated by written work orders or oral instructions from the Director of Facilities or Maintenance Foreperson. Does related work as required.

### EXAMPLES OF WORK: (Illustrative Only)

Replaces and/or re-builds new stairways, re-roofs buildings or re-builds existing roofs, replaces and repairs porch steps, railings, floors, etc.;

Installs, cleans and repairs leaders, gutters and flashings;

Does miscellaneous carpentry repair work, such as replacing door checks, resetting doors, building simple supporting structures, building simple cabinets, etc.;

Performs routine plumbing maintenance, repair and installation work, such as repairing and/or replacing plumbing fixtures;

Cleans stopped-up drains and does other emergency plumbing repair work;

Performs routine electrical maintenance, repair and installation work, such as repairing and/or replacing electrical fixtures, installing simple electrical circuits, installing small home heating systems, etc. under the supervision of an appropriately licensed electrician;

Builds and repairs staging and decorative wooden structures for public exhibit or display;

Repairs and/or replaces both wooden upholstered portions of public seating units;

Replaces broken glass and repairs windows;

Mixes and applies paints, varnishes and stains to exterior and interior surfaces;

Prepares furnaces for winter use by cleaning and repairing, or by replacing the heating system in part or in whole;

Monitors, repairs and maintains hot water, steam, hot air lines and heating and ventilating systems;

Repairs and builds simple masonry structures, facilities and appurtenances;

Repairs asphalt and marble tile;

May occasionally perform groundskeeping tasks such as cutting grass, raking leaves, shoveling snow, etc.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of the tools, techniques and terminology of two or more of building trades; good knowledge of the accident and safety precautions which generally apply to building trades; ability to effectively and safely use tools to perform maintenance and repair work; ability to work from sketches and blueprints; ability to follow written and oral instructions; ability to get along well with others; ability to read, write, understand, and communicate in English sufficiently to perform the essential functions of the position; resourcefulness in work performance; initiative in completing assigned work; reliability; physical strength and agility; physical condition commensurate with the duties of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Graduation from high school or possession of a high school equivalency diploma and four (4) years of experience in building and mechanical installation, maintenance or repair work.

SUBSTITUTIONS: An Associate's Degree\* in Applied Science or possession of a certificate from a post-secondary vocational school\* in building or mechanical trades may be substituted for two (2) years of the work experience described above.

NOTE: Unless otherwise noted, only experience gained after attaining the minimum education level indicated in the minimum qualifications will be considered in evaluating experience.

\*SPECIAL NOTE: Education beyond the secondary level must be from an institution recognized or accredited by the Board of Regents of the New York State Department of Education as a post-secondary, degree-granting institution.

SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS:  
In accordance with the Safe Schools Against Violence in Education (SAVE) legislation, Chapter 180 of the Laws of 2000, and by the Regulations of the Commissioner of Education, candidates for appointment in school districts must obtain clearance for employment from the State Education Department prior to employment based upon a fingerprint and criminal history background check.