

Jurisdictional City of Auburn
Class: Non competitive
Adopted: 12/12/73
Revised: 10/5/93, 9/1/11, 9/14/15, 8/22/17

SENIOR BUILDING MAINTENANCE MECHANIC

DISTINGUISHING FEATURES OF THE CLASS:

The work involves responsibility for leading and performing a variety of skilled mechanical and other building, maintenance, repair and construction related tasks which may be performed indoors and outdoors under adverse working conditions. 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. The work is distinguished from Building Maintenance Mechanic and the Recreation Maintenance Worker by the presence of lead and participate supervision and the high skill exercised in performing the duties. The incumbent works under general supervision of the Superintendent of Public Works or the Director of Municipal Utilities with leeway allowed for the exercise of independent judgment in carrying out the details of the work. Does related work as required.

TYPICAL WORK ACTIVITIES:

Leads and performs maintenance and repair to buildings and equipment in a variety of

areas which may include electrical, plumbing, carpentry, painting, masonry and refrigeration and pool maintenance activities;

When assigned to water or wastewater treatment plant or recreation center, performs

maintenance and repair of water and wastewater treatment plant and ice rink and recreation center electrical, mechanical, hydraulic and pneumatic machinery and computerized control equipment;

Makes periodic inspections to determine condition and need for maintenance or repair

of grounds, buildings and equipment;

Confers with superior and assists in planning work activities;

Requisitions materials and maintains records and reports of maintenance performed

and materials received and used;

SENIOR BUILDING MAINTENANCE MECHANIC – contd

Develops and implements the scheduling of full time and seasonal employees to assure adequate staffing levels to maintain seven days per week operations;

Performs general grounds maintenance activities;

Monitors and records energy conservation equipment readings and makes necessary adjustments to insure proper levels of balance and operation;

May load and unload materials and supplies and record goods received and shipped.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the practices, materials, tools and machinery of the skilled journey level trade in which experience has been gained;

Thorough knowledge modern buildings and grounds maintenance practices;

Thorough knowledge of safety precautions and practices associated with maintenance and repair work;

Good knowledge of the operation of a central heating (system) and dehumidification system;

Good knowledge of the operation and maintenance of water and wastewater plant and recreation center machinery and equipment;

Good knowledge of the operation and maintenance of a dual compressor ice refrigeration system;

Good knowledge of the pumping and chlorination systems for an Olympic sized swimming pool;

SENIOR BUILDING MAINTENANCE MECHANIC – contd

Ability to effectively and efficiently use a variety of hand and power tools such as saws, drills, electric nailer, radial arm saw, drill press, 22 caliber ram set, router, welder, pipe filling equipment, electric tester, torches, etc;

Ability to understand and interpret oral instructions and/or written directions;

Ability to layout and review the work of others;

Mechanical aptitude;

Manual dexterity;

Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Three (3) years of experience in either general building construction, maintenance or repair work in one or more of the standard trades, such as carpentry, plumbing, electrical work, masonry, etc.

SPECIAL REQUIREMENTS:

The Department of Municipal Utilities Senior Building Maintenance Mechanic must possess a New York State Department of Motor Vehicles license appropriate to the vehicles or equipment operated. The Department of Public Works Senior Building Maintenance Mechanic must possess a valid New York State Class B Commercial Driver's License.