

## SENIOR MAINTENANCE MECHANIC

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves overseeing a crew of maintenance personnel and others involved in maintenance, repair, construction and related tasks. The incumbent performs a variety of skilled mechanical and other maintenance work. Employees in this position, 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 necessary. The work includes carpentry, masonry, plumbing, painting, heating or electrical installation, maintenance and repair. The work is distinguished from Maintenance Mechanic by the presence of crew leader responsibility and the high skill exercised in performing the duties. The incumbent works under the general supervision of the Maintenance Supervisor. This position regularly oversees the work of subordinate employees. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

Oversees the work of Maintenance Mechanics, Maintenance Workers, Laborers and other subordinates;

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;

Installs and repairs electrical wiring and equipment;

Cleans, maintains and makes repairs to boilers, pumps, heaters, piping, valves, traps, compressors, motors and generators;

Builds and/or installs cabinets, shelves, doors, paneling, flooring, windows, and locks;

Installs and repairs water lines and plumbing fixtures such as sinks, toilets and showers;

Operates and/or performs repairs on motorized equipment;

Repairs windows, doors, floors, walls and furniture, roofs, projectors, screens and sprinklers;

Performs masonry duties such as mixing plaster and concrete, laying brick or blocks, preparing forms and pouring concrete;

Performs preventive maintenance on motorized equipment and fixed property;

Prepares surfaces and paints exteriors and interiors of buildings, structures, and equipment;

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 braze, flame-cut and weld to fabricate and/or repair equipment;

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

May, on occasion, perform housekeeping and cleaning tasks.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Thorough knowledge of modern buildings and grounds, maintenance and repair and construction practices;  
Thorough knowledge of the practices and techniques of one of the standard trades;  
Good knowledge of the common practices, tools, terminology and safety precautions associated with maintenance, repair and construction;  
Ability to communicate, understand and execute oral and written directions;  
Ability to lay-out work for oneself and others;  
Willingness to be available to respond to emergency situations;  
Mechanical Aptitude;  
Manual dexterity;  
Reliability;  
Physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Four 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 or related field.

**MINIMUM QUALIFICATIONS FOR BROOME COUNTY DEPARTMENTS:** Graduation from high school or possession of an equivalency diploma and four 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 or related field.

SPECIAL REQUIREMENT AT TIME OF APPOINTMENT: Possession of the appropriate level Motor Vehicle Operator's License.

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NON-COMPETITIVE