

SENIOR BUILDING MAINTENANCE WORKER

Distinguishing Features of the Class: The work involves responsibility in maintenance, repair and construction related tasks and performing a variety of skilled mechanical and maintenance work. The duties include the supervision of others. Incumbents of this class, because of individual skill, training and experience, are required to work in various fields as the occasion demands. The work is distinguished from Building Maintenance Worker by the presence of supervisory responsibility and the high skill exercised in performing the duties. The incumbent works under general supervision with leeway allowed for the exercise of independent judgment in carrying out the details of the work. Supervision is exercised over skilled and unskilled subordinate employees. Does related work as required.

Typical Work Activities:

- Performs maintenance and repair to buildings and equipment in a variety of areas which may include electrical, plumbing, carpentry, painting or masonry activities;
- 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;
- Performs general grounds maintenance activities;
- May load and unload materials and supplies and record goods received and shipped;
- Performs a variety of tasks involving use of hand tools;
- Positions, joins, aligns and seals pipe connections;
- Mops, brushes or spreads paint or compounds over surfaces for protection;
- Mixes, pours and spreads concrete, asphalt, gravel and other materials;
- Operates construction equipment including backhoe, bulldozer, loader, dump truck, etc.;
- Installs electrical services such as outlets, wiring, emergency lighting, etc.;

Full Performance Knowledge, Skills, Abilities and Personal Characteristics:

- Good knowledge of modern buildings and grounds maintenance practices;
- Good knowledge of the practices and techniques of one of the standard trades;
- 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.;
- Good knowledge of the principles and practices of a construction trade;
- Skill in the use of various pieces of equipment and vehicles used in day-to-day tasks;
- Skill in the use of tools and equipment used in the construction trades and safety precautions associated with modern building maintenance;

Senior Building Maintenance Worker cont.

- Ability to communicate effectively;
- Ability to work well with others;
- Ability to perform work requiring strenuous effort;
- Willingness to be exposed to dust, dirt and grime;
- Ability to understand and interpret complex oral instructions and/or written directions;
- Ability to plan and supervise the work of others;
- Mechanical aptitude;
- Physical condition commensurate with the demands of the position.

Minimum Qualifications: Graduation from high school or possession of an equivalency diploma and four (4) 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.

SPECIAL REQUIREMENT: Possession of a valid NYS Driver's License.

08/16/2006

08/25/2008

CLASS: COMPETITIVE