

ASSISTANT BUILDING MAINTENANCE MECHANIC

DISTINGUISHING FEATURES OF THE CLASS: This is routine but varied semi-skilled buildings and equipment maintenance work performed under the supervision of an employee of higher rank. Direct supervision may be exercised over a small number of employees. Employees in this class are on call at anytime. Does related work as required.

TYPICAL WORK ACTIVITIES:

Assists with plumbing, electrical, masonry, carpentry and mechanical repairs;

Assists with the maintenance and operation of heating, ventilation and air conditioning systems;

Performs glazing and painting duties;

Participates in planting, pruning and spraying of trees and shrubs, seeding and cutting lawns, removal of snow and ice, temporary window repair, cleanup for flood or other water-related emergencies, etc.;

Assists in moving furniture, equipment and supplies;

Assists with cleaning duties;

May operate and service motor powered equipment and lightweight motor vehicles;

May assist with the operation and maintenance of a small sewerage disposal plant.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Familiarity with the practices, tools and materials used in the maintenance of buildings and their mechanical, electrical and sanitary equipment; aptitude and ability as a general mechanic; ability to understand and follow rough sketches, oral and written directions.

MINIMUM QUALIFICATIONS: One (1) year of experience in one of the building construction trades or in building maintenance.