

## **MAINTENANCE MECHANIC I (GROUP OF CLASSES)\***

**DISTINGUISHING FEATURES OF THE CLASS:** This is skilled mechanical work in one or more trade areas involving the maintenance of buildings and their appurtenances, public works structures, various types of machinery and mechanical assemblies and automotive. Assignments may be made to other trade skill fields requiring less proficiency depending on agency needs. The work is performed under the general supervision of a higher-level mechanic and/or supervisor, and occasional work guidance may be provided to a small number of assistants and helpers. Employees in this class may be on call at times other than their regularly scheduled hours. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

Performs a wide variety of journeyman-level duties in the maintenance and minor construction of buildings and appurtenances, public works structures and equipment, automotive and other motorized or mechanical equipment repair;  
Performs diagnostic testing and trouble shoots problems;  
Confers with supervisors on maintenance, repair, construction and operational needs;  
Requisitions materials applicable to trade skill (e.g. automotive parts, mechanical equipment, carpentry or electrical supplies);  
Maintains supplies, tools and shop area;  
Maintains records and prepares routine reports;  
May perform semi-skilled maintenance work in other craft fields;  
May perform duties such as grounds work, cleaning, snow and ice removal on an emergency basis or as assigned;  
May operate trucks, commercial-size motor vehicles or heavy equipment appropriate to the trade area and maintenance assignment.

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

Thorough knowledge of the practices, tools, terminology and safety precautions of the trade or trades in which employed; skill in the use of tools of the trade; ability to work from specifications and to follow through from sketches and oral instructions; ability to provide work guidance to helpers.

**MINIMUM QUALIFICATIONS:** Five (5) years of construction and/or maintenance experience in one or more of the trade skills listed below. (Time spent as a Laborer or Trade Helper will not be considered qualifying).

**NOTES:** High school, vocational training, technical school training, or formal apprenticeship training in a trade skill may be substituted for the required experience on a year-for-year basis.

### **TRADE SKILLS: \*\***

Air conditioning	Automotive maintenance & repair	Carpentry
Electrical	Electric & electronic circuitry	Electric motor generator or component repair
Masonry	Mechanical	Painting
Plumbing	Pumps & compressors maintenance & repair	Heating
Heating, Ventilating and Air Conditioning (HVAC)	Internal combustion engine repair	Refrigeration
Roofing	Ventilation	Welding

(over)

\*This reflects a retitling of Maintenance Mechanic (Group of Classes).

\*\*The trade skills listed are illustrative only to indicate specific trades which may be covered within the group of classes. Trade skills not listed may also be included under group of classes, in accordance with the level and nature of skilled mechanical work appropriate to the job class, at the discretion of the Rockland County Department of Personnel, Commissioner of Personnel.

At the time of application possession of a valid driver's license appropriate to the kind and size of motor vehicle to be driven must be maintained throughout the course of employment.

**SPECIAL REQUIREMENT:** At the time of appointment and periodically throughout the course of employment the appointing authority shall verify possession of a valid driver's license, which is appropriate to the kind and size of vehicle to be driven.