

## **MAINTENANCE MECHANIC I**

Code No.: 4-15-005  
NON-COMPETITIVE

**DISTINGUISHING FEATURES OF THE CLASS:** This is a skilled position responsible for efficient and workmanlike performance of a variety of building, installation, maintenance and repair tasks requiring a good knowledge of one or more of the electrical, mechanical or construction trades such as carpentry, plumbing, painting, electrical repair, welding, sheet metal work, automotive mechanics, masonry, sewage facilities maintenance and municipal water distribution systems. Independent judgment is exercised in choosing methods or procedures when completing work assignments. This title differs from Maintenance Mechanic II in the greater responsibility for proper implementation and completion of a large project requiring the coordination of many activities or trade skills, and by possessing a higher skill level. The work is reviewed by supervisors either by checking completed work, conducting periodic spot checks, or reviewing reports submitted by Maintenance Mechanic I's. The employee reports directly to, and works under the general supervision of a foreman or other higher level staff member. General supervision may be exercised over Maintenance Mechanic II's, Maintenance Mechanics III's, Laborers or other lower-level staff members. Does related work as required.

**TYPICAL WORK ACTIVITIES:** (All need not be performed in a given position. Other related activities may be performed although not listed.)

Performs a wide variety of tasks of ordinary difficulty relating to the electrical, mechanical, or construction trades;

Installs, maintains, repairs, replaces, and rebuilds electrical fixtures, equipment and wiring systems;

Installs, maintains, repairs, replaces, and rebuilds plumbing equipment and systems including, but not limited to, faucets, toilet fixtures, and drinking fountains;

Installs, maintains, repairs and rebuilds sewer and municipal water distribution systems;

Performs steam fitting, forging, welding, sheet metal fabricating or machine shop activities;

Mixes plaster and concrete and assists in laying bricks and blocks, plastering walls, finishing concrete work, stone cutting, and a variety of related masonry work;

Installs and performs repairs of carpets, floors, ceilings, insulating materials, roofs, gutter systems, weather stripping, paneling, shelves, doors, windows and other parts of buildings;

Makes, assembles, installs, repairs, maintains, rebuilds, and refinishes furniture, floors, doors, walls, cabinets, stairs, and other wood products, equipment and structures;

Prepares, paints and/or refinishes wood, metal and other surfaces;

Installs, maintains and/or repairs upholstery, glass, clocks, meters and other miscellaneous items;

Performs mechanical repairs on automobiles\*, trucks, tractors and other mechanical and

motorized equipment;

Installs and maintains signs, traffic islands and places road markings using hand operated machinery and pre-formed markings;

Oils and greases equipment such as cranes, air compressors, and air hoists and performs necessary repair work;

Operates automobiles, trucks, air compressors, riding/push lawnmowers, snowplows, and other motorized equipment;

Performs grounds maintenance work such as fence repair, sign fabrication and repair, equipment (including athletic) repair, lawn cutting and maintenance (such as trimming, planting, weeding) and ice and snow treatment and removal;

Completes daily reports.

\*Automotive mechanic duties are not performed at the Rochester City School District.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Good knowledge of the common practices, tools, terminology and safety precautions of one or more of the electrical, mechanical or construction trades; ability to work from plans, specifications and rough sketches; ability to follow oral and written instructions; working knowledge of one or more of the basic mechanical and building trade skills; skill in one or more of the electrical, mechanical and construction trades; ability to operate hand and power tools and perform manual labor; supervisory ability; ability to establish good working relationships with others; ability to work in all weather conditions; good judgment; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of an equivalency diploma, plus three (3) years of paid full-time or its part-time equivalent experience as a skilled worker in one (1) or more of the electrical, mechanical or construction trades.

**NOTE:** Additional experience may be substituted for the high school diploma on a year-for-year basis.

**SPECIAL REQUIREMENTS:** If you are appointed, you will be required to have a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

**REVISED:** February 24, 1972  
**REVISED:** September 29, 1983  
**REVISED:** January 28, 1988  
**REVISED:** July 7, 2014

**ADDITIONAL INFORMATION:** Candidates for positions at the Monroe County Department of Aviation must meet the pre-employment requirements of Title 49 Code of Federal Regulations (CFR) Part 1542, prior to appointment.