

## BUILDING MAINTENANCE MECHANIC I

DISTINGUISHING FEATURES OF THE CLASS: This is skilled work involving responsibility for a variety of building maintenance and repair tasks. Duties require technical/mechanical ability and skill in one or more of the standard trades i.e. painting, electrical, carpentry, HVAC, plumbing. Building Maintenance Mechanic is distinguished from Building Maintenance Worker by reason of the skilled nature of the work. Work is performed under general supervision, with leeway allowed for independence in carrying out the details of the work. Supervision of others may be required, while fully participating in the work. Performs related work as required.

### TYPICAL WORK ACTIVITIES: (Illustrative only)

Leads and performs repairs to plumbing, steam lines, electric wiring and/or equipment, furniture, doors and windows, hardware and/or varied mechanical equipment and/or machinery;  
Maintains and repairs central heating/cooling systems;  
Installs shelving, storage cabinets and new hardware;  
Installs and repairs electrical wiring and equipment;  
Installs and maintains low voltage wiring for telephones, networking and security systems;  
Performs skilled painting work;  
Leads and participates in building cleaning operations and activities;  
Leads and participates in a general grounds maintenance program;  
Performs inspections of facilities and properties to ascertain repair and maintenance needs;  
Estimates time and material required for repairs;  
Keeps daily time and material records;  
Performs a variety of related activities as required.

*Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.*

### FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge of the principles, practices, materials and tools of standard trades; good knowledge of buildings and grounds maintenance and repair practices; ability to provide leadership to others while still fully participating in the work; ability to receive, understand and transmit oral and written directions; flexibility to learn new practices and tasks; technical aptitude; mechanical aptitude; dependability, thoroughness.

### MINIMUM QUALIFICATIONS:

Four (4) years of work experience which involved skilled utilization of one or more of the standard trades i.e. carpentry, plumbing, electrical, HVAC or related fields.

SUBSTITUTION NOTE: Relevant (as determined by the appointing authority) technical training or education or apprenticeship programs may be substituted for the required experience indicated above on a year-for-year basis.