

**DEPARTMENT:** ALL APPLICABLE  
**CLASSIFICATION:** NON-COMPETITIVE  
**APPROVED:** MARCH 30, 2023

### **BUILDING MAINTENANCE PERSON**

**DISTINGUISHING FEATURES OF THE CLASS:** This is semi-skilled work involving responsibility for independently performing a variety of mechanical and other building maintenance tasks, or for serving as a helper to a journeyman tradesman. In either case, although a working knowledge of one or more trades is necessary, a maintenance person does not utilize the more skilled journeyman techniques for any considerable portion of his time. In addition, the work may involve the part-time operation of a truck, automobile, or other automotive equipment. General instructions are received and work is performed under immediate or general supervision, depending upon the nature of tasks. Performs a variety of semi-skilled building repair and maintenance tasks; does related work as required.

#### **TYPICAL WORK ACTIVITIES:**

1. Performs semi-skilled work in masonry, carpentry, electrical or painting operations;
2. Helps to install and repair wiring systems and electric fixtures and equipment;
3. Repairs windows, doors, floors, walls and other parts of buildings;
4. Does interior and exterior painting where quantity rather than fine quality of work performed is the principal object;
5. Helps to install and repair general plumbing equipment, such as sinks, toilets and baths;
6. Assists in cleaning and repairing boilers, pumps, heaters, pipe lines, valves and traps, when assigned operates same;
7. Mixes plaster and concrete and assists in laying brick, plastering walls, finishing concrete work, etc.;
8. Operates trucks, automobiles, air compressors, and other motorized equipment;
9. Takes part in general grounds maintenance activities;
10. Serves as general handyman performing a variety of semi-skilled duties.
11. \*May be required to perform asbestos handler work, \*\*requiring possession of N.Y.S. Department of Labor certification.

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

Good knowledge of modern buildings and grounds maintenance and repair practices; knowledge of the practices and techniques of one or more of the standard trades; mechanical aptitude; industry; dependability; manual dexterity; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of an equivalency diploma AND one of the following:

1. One (1) year of full-time successful completion of vocational training in the required fields or completion of twelve (12) credit hours of advanced education in the required fields **AND** one (1) year of experience in either general building construction or maintenance work in one or more of the standard trades, such as carpentry, plumbing, electrical, or HVAC; **OR**
2. Two (2) years of experience in either general building construction or maintenance work in one or more of the standard trades, such as carpentry, plumbing, electrical, or HVAC.

#### **NOTE:**

1. Verifiable part-time experience will be pro-rated to meet the qualifications. Experience limited to building cleaning is not qualifying;
2. Degrees and/or credit hours must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education;
3. \* - #11 TWA does not apply to Niagara County Public Works Buildings and Grounds division;
4. \*\* - Copy of New York State Department of Labor Asbestos Handler certification must be submitted before assigning #11 TWA.

#### **SPECIAL REQUIREMENT:**

Possession of a valid New York State motor vehicle license to operate vehicles used in this field at time of appointment and for the duration of employment.