

GENESEE COUNTY

SENIOR BUILDING MAINTENANCE MECHANIC

DISTINGUISHING FEATURES OF THE CLASS: Performs a wide variety of building maintenance and repair tasks of a skilled nature. Positions in this class differ from those of Building Maintenance Mechanic in that the incumbents work under general supervision only, with wide latitude being given for the exercise of independent judgment in carrying out the details of general assignments. Supervision may be exercised over custodial, maintenance and/or security personnel. Does related work, as required.

TYPICAL WORK ACTIVITIES:

Supervises and performs repairs to plumbing, heating, air conditioning, electrical, carpentry, painting, and maintenance and repair of varied mechanical equipment and machinery;
Installs circuit-breaker panels and new major circuitry, to modernize existing installations;
Estimates materials required for major alterations;
Assists in inventory and requisition of materials and supplies;
Assists in coordination of preventive maintenance energy conservation;
Maintains a variety of records;
Conducts periodic inspections of facility;
Assists and performs various repairs to blacktop and concrete;
General maintenance of fleet vehicles.

The above examples of duties are intended only as illustrations of the various types of work performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND/OR PERSONAL CHARACTERISTICS: Thorough knowledge of the practices, procedures, materials, and tools of the carpentry, electrical, and plumbing trades; good knowledge of modern building maintenance and repair practices; ability to plan and supervise the work of others; ability to follow complex written and oral instructions; mechanical aptitude.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to reach with hands and arms. The employee constantly is required to stand; walk; and use hands to finger, handle, feel or operate objects, tools, or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear.

CONTINUED.....

SENIOR BUILDING MAINTENANCE MECHANIC

Page 2

The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust focus.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee is frequently exposed to wet and/or humid conditions. The employee is occasionally exposed to risk of electrical shock.

The noise level in the work environment is usually moderate.

MINIMUM QUALIFICATIONS:

Six (6) years of full-time, paid experience in varied building maintenance activities, or any equivalent combination of experience and education or training indicating ability to perform the duties of the job.

SPECIAL REQUIREMENT: In Districts operating a Wastewater Treatment Plant, incumbents may be required to perform duties necessary in the operation and maintenance of such plant.

Special Requirements for Appointment: Successful completion of a background investigation may be required prior to appointment.

All qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.

Non-Competitive Class

Adopted 1/27/81

Revised 5/26/94, 3/18/98, 3/3/00, 4/16/03, 3/17/05, 5/22/07, 3/18/25, 4/30/25