

GENERAL SUPERINTENDENT - PLAYLAND

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, the incumbent is responsible for the maintenance of the physical plant and operating equipment at the Playland Amusement Park. The incumbent plans, directs and supervises all maintenance and acts as liaison with the Department of Public Works and private contractors as necessary. Supervision is exercised over a number of maintenance employees. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Plans, directs and supervises the maintenance of Playland Amusement Park to protect and preserve this Landmark facility;

Plans budget and prioritizes projects to effectively and efficiently allocate resources of money, staff and material, and submits requests;

Prepares plans and specifications for construction projects, describing location and specifying particular materials to be utilized to satisfactorily and economically perform the function desired;

Oversees execution of maintenance and construction projects at Playland, coordinating work between shops, contractors, etc. to ensure that work is accomplished safely, efficiently and in accordance with specifications and plans;

Directs the planting and maintenance of Playland's 280 acre facility;

Coordinates and monitors the work and operations of contractors and sub-contractors through various means such as, but not limited to: the analysis of data and reports and field inspections;

Directs, plans and supervises the work of engineers, construction coordinators and technicians;

Insures adherence to approved and authorized specifications and drawings, interpreting drawings and specifications for contractors, sub-contractors and employees, as needed;

Writes specifications for equipment and parts, and requisitions supplies;

Reviews the computation and estimates of payments to contractors, both partial and final;

Prepares reports, including statistical and progress reports, and maintains records as required;

Participates in the selection, training and discipline of maintenance employees.

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, email and database software in performing work assignments.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the principles and practices of civil engineering as they are applied to the functional area of construction; thorough knowledge of building and structure construction practices; thorough knowledge of building and grounds maintenance and repair; thorough knowledge of accident and safety precautions; good knowledge of the building trades necessary to the required maintenance and repair activities; ability to make cost estimates; ability to plan, layout and supervise the work of others; ability to effectively use computer applications such as spreadsheets, word processing, calendar, e-mail and database software; initiative; good judgement; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Either (a) a Bachelors Degree* in engineering, building, electrical, mechanical, construction or civil technology or facilities management and six years experience in building and equipment maintenance, one year of which must have involved supervision; or (b) high school or trade school diploma and ten years experience in building and equipment maintenance including one year of supervisory experience; (c) a satisfactory equivalent combination of training and experience.

SUBSTITUTIONS: College education in the fields in (a) may be substituted at the rate of 30 credit hours for one year of experience, up to a maximum of four years.

*SPECIAL NOTE: Education beyond the secondary must be from an institution accredited or recognized by the Board of Education of the New York State Education Department as a post secondary degree granting institution.