

MAINTENANCE MECHANIC I (MACHINIST)

DISTINGUISHING FEATURES OF THE CLASS: Under supervision, performs apprentice level maintenance and repair work. The incumbent works in situations which provide training to develop skills and knowledge of machinery. The incumbent works independently on less complex and routine projects and under supervision on the more difficult jobs. As the employee's skill and knowledge increase, the employee receives less direction until at full performance level. Advancement depends on the assignment and performance of higher level duties on a regular basis and on position availability. In general, jobs involve learning such trade practices and skills as: the proper use of tools and equipment of the trade; the order of assembling parts and what tools and equipment are needed; how to read blueprints, sketches and technical manuals to understand the functions of the parts or systems, to plan and lay out work, to find faulty parts, to perform work; repair techniques to be used including methods used in getting the right fits or tolerances; how to make adjustments and calibrations. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Dismantles, repairs and assembles machinery and mechanical devices;

Sketches, cuts and shapes new parts for machinery to replace broken or worn out parts;

Turns couplings, studs, collars, pins, shafts, bearings, bushings, gears, rods and rings, pistons, etc., on a lathe for a variety of mechanical equipment;

Drills and counter sinks plates, pump housings, taper pin holes and a variety of structural iron plates and bars;

Does all types of flat milling such as making key ways and slots;

Shapes internal key ways, resurfaces valves and checks, etc.;

Maintains and repairs machine tools;

Dresses and sharpens tools;

Dismantles machinery;

Performs minor electrical and plumbing repair work associated with the repair of machine parts and devices;

Welds, cuts and brazes to repair broken machine parts and devices;

Fabricates metal parts;

Maintains work area in a clean, orderly and safe condition;

Requisitions tools, supplies, equipment and material;

Maintains records and prepares reports as required;

EXAMPLES OF WORK: (Illustrative Only) (Continued)

Performs routine and emergency repairs and maintenance, both scheduled in response to emergency situations, as required;

Depending on work location, may operate amusement park devices,

Participate in snow removal, etc., as assigned;

May use computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments;

May perform other incidental tasks, as needed.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of a variety of tools, procedures and techniques relating to the trades; familiarity with the safety precautions of mechanical trades; ability to understand and follow simple oral and written instructions; knowledge of computer applications such as spreadsheets, word processing, e-mail and database software; ability to read, write, speak, understand and communicate in English sufficiently to perform the essential tasks of the position; ability to get along well with others; mechanical aptitude; dependability; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Either: (a) three years experience in maintenance or mechanical work under the supervision of a skilled trades worker; or (b) completion of an appropriate two year technical school course*.

SPECIAL REQUIREMENTS: (1) Possession of a valid New York State operator's license appropriate to the equipment operated and maintain same while in the title. (2) Depending on work assignment, must meet standards of OSHA regulation 1910.134 Respiratory Protection, and will be required to meet Federal, State and local standards with respect to health and safety.

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

NOTE: Unless otherwise noted, only experience gained after attaining the minimum education level indicated in the minimum qualifications will be considered in evaluating experience.