

MAINTENANCE MECHANIC I (MECHANICAL)

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, an incumbent of this class performs apprentice level duties related to mechanical maintenance and repair. The incumbent works in situations which provide training to develop skills and knowledge. 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 the 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)

Overhauls and repairs heating units and auxiliary equipment including motors, water and oil pumps, air compressors, pressure reducing valves, feed water regulators, etc. to ensure that equipment functions correctly and to extend its useful life;

Repairs various piping systems carrying high and low pressure steam, domestic hot water, and domestic sewage to insure that it functions correctly;

Repairs and adjusts absorption and Freon refrigeration units involving work on pumps, tanks, circulating pumps, compressors, condensers, evaporators, expansion valves, etc. so that equipment will function efficiently and effectively;

Maintains, repairs and overhauls a variety of laundry equipment including extractors, wash wheels and tumblers, ironers, presses, conveyors, etc.;

Repairs machine parts for a variety of hospital equipment including metal beds and bedsteads, sterilizers, bottle holders, kitchen utensils, and similar equipment;

Fabricates various specialized equipment from rough sketches and diagrams;

Fabricates machine parts where substantial savings can be made or where parts are not available on the open market;

Repairs all types of locking devices and doors in the Department of Corrections;

Solders, welds, and brazes in the performance of much of the work given above;

Maintains records of work done, supplies used and supplies needed;

EXAMPLES OF WORK: (Illustrative Only) (Cont'd.)

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

Assists in instituting training programs;

Depending on work location, may operate amusement park devices; participate in snow removal, etc., as assigned;

Uses automated systems or other computer applications such as spreadsheet, word processing, calendar and email in performing work assignments;

May perform other incidental tasks, as needed

FULL PERFORMANCE, 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; 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 of experience in maintenance or mechanical work under the supervision of a skilled or semi-skilled trades worker; or (b) completion of an appropriate two year technical school course*.

SPECIAL REQUIREMENT: Possession of a valid New York State operator's license appropriate to the equipment operated.

*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.