

MAINTENANCE MECHANIC I (TINSMITH AND ROOFER)

DISTINGUISHING FEATURES OF THE CLASS: Under supervision, performs apprentice level tinsmithing and roofing 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 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)

Repairs and replaces metal, slate and mineral roof by removing old roofing, laying cap sheets and by laying or applying new roofing materials;

Installs gutters, leaders, flashings, sky lights and metal work associated with roofs and roof drainage;

Repairs various types of institutional equipment, such as kitchen equipment, operating room equipment, shower and washroom equipment, etc., particularly where the repair or fabrication of sheet metal parts or pieces is required;

Fabricates and repairs various institutional utensils using welding, soldering and brazing techniques;

Waterproofs walls;

Forms sheet metal into shapes and sizes required for a particular job;

Makes and rivets grooved seams, turns and beads, forms wire edges and standing seams, and does related metal work;

Welds, finds and sharpens tools, doing simple heat treating and tempering in the process;

Estimates materials required, initiates requisitions and keeps records of materials used and work done;

Assists in securing information for budget formulation;

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

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

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of a variety of tools, procedures and techniques relating to the tinsmithing and roofing trade; familiarity with the safety precautions of the trade; ability to understand and follow simple oral and written instructions; ability to get along well with others; dependability; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Either: (a) three years experience in maintenance 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 driver's license. (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.