

MAINTENANCE MECHANIC I (WELDER)

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, an incumbent of this class performs apprentice level welding, maintenance and repair work. An 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 increases, the employee receives less direction until the full performance level is achieved. 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. Supervision is not a responsibility of the class. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Welds, brazes, cuts and solders metal parts in accordance with American Welding Society (AWS) standards, in the repair and replacement of parts or mechanical equipment, or in the repair, replacement or installation of structural steel or pipes, so that equipment will operate efficiently and safely;

Overhauls and repairs or replaces metal parts where welding or associated metal work is the major skill, to extent useful life of equipment and to save money;

Aligns, sets in place, and welds bases for motors, pumps and other mechanical equipment so that equipment will operate correctly and safely;

Fashions sheet metal troughs, chutes, ventilating ducts, and other devices, as well as the structures necessary to support them;

Fabricates wall brackets, shelves, supports, ladders, platforms, stairways, railings, etc;

Fashions, repairs or replaces tools and equipment such as incinerator rings, rakes, plows and plow parts, push frames for trucks, truck bodies, fenders, aluminum light poles, grates, mowers, amusement park rides, etc.;

Cuts and welds iron or steel pipe in the repair of sewer lines;

Maintains records of work completed and prepares required reports;

Requisitions necessary materials and supplies as required;

Recommends new equipment and new methods to increase productivity;

Estimates material cost and staffing requirements;

Compiles information needed for budget information;

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

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

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 of the trade; knowledge of the safety precautions of the trade; ability to understand and follow simple oral and written instructions; ability to get along well with others; ability to read, write, speak, understand, and communicate in English sufficiently to perform the essential duties of the position; ability to use computer applications such as spreadsheets, word processing, e-mail and database software; 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 trades worker which included welding; or (b) completion of an appropriate two year technical school* course.

SPECIAL REQUIREMENTS:

1. Possession of a valid license to operate a motor vehicle in the State of New York will be required at time of appointment 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.