

SENIOR MAINTENANCE MECHANIC I (MACHINIST)

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, an incumbent performs a wide variety of journeyman level machinist work, cutting and shaping machine parts which are not available commercially, making repairs to broken machine parts, dismantling worn and installing new machinery and equipment. The work includes the lay out of jobs sufficiently complex to require advance planning and the maintenance of necessary supplies and records. The journeyman is fully proficient in the skills and practices of the trade, with full knowledge of the principles, tools and techniques. The incumbent may work independently, as part of a crew or as lead worker on a specific project and may supervise a number of lower level maintenance and labor employees. Work assignments are usually initiated by informal conference with superiors, by day-to-day operating needs and by regularly carrying out the established work maintenance program. The journeyman has responsibility for determining methods, techniques, materials and devices best suited to complete projects. There is considerable independence in the routine of day-to-day work within the scope of periodic instructions received; however, the more complex jobs may require detailed instructions from an engineer and working from blueprints and rough sketches. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Operates various machines such as drill press, lathe, milling machines, used to cut, shape, fabricate metal parts to replace broken or worn out parts used in repair of machines, pumps etc.;

Dismantles, repairs and assembles machinery and mechanical devices;

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...;

Sketches replacement parts;

Maintains and repairs machine tools;

Dresses and sharpens tools;

Dismantles work 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;

Requisitions tools, supplies, equipment and material;

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

Maintains records of work done and supplies used and prepares reports as required;

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;

Depending on work location, may operate equipment and devices, participate in snow removal, etc..., as assigned.

Uses 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:

Thorough knowledge of the tools, techniques and terminology associated with the machinist trade; thorough knowledge of the accident and safety precautions of the trade; good knowledge of the electrical and plumbing trades; ability to use the lathe, milling machine, shaper and drill press with a high degree of skill; ability to use a micrometer, to read blueprints and to draw accurate working sketches of machine parts; ability to do welding and brazing work; ability to work effectively with executive personnel in carrying out the duties of the position; ability to use 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 duties of the position; resourcefulness in fabricating parts from existing materials and with available machines; initiative in seeking improved work methods; industriousness; physical strength and agility; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Either: (a) high school or equivalency diploma and four years machinist experience; or (b) four years full time experience under a journeyman machinist which provided training and experience equivalent to that given in an apprenticeship program.

NOTE: Apprenticeship training as a machinist or training gained by the completion of technical courses in the field at a school or institute or branch of the Armed Services may be substituted for the above training and experience on a year-for-year basis.

SPECIAL REQUIREMENT: 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.

SPECIAL REQUIREMENT: 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.