

Jurisdiction: Tully School District  
Jurisdictional Class: Non-Competitive  
Adopted: 7/20/04  
Revised: 10/28/14

## **BUILDING MAINTENANCE WORKER**

### **DISTINGUISHING FEATURES OF THE CLASS:**

This is semi-skilled work involving responsibility for independently performing a variety of mechanical and other building maintenance tasks or for serving as a helper to a journeyman tradesman. In either case, although a good knowledge of one or more trades is necessary, a maintenance man does not utilize the more skilled journeyman techniques for any considerable portion of his time. In addition, the work involves routine cleaning activities and involves the operation of a truck, a large automobile vehicle or other automotive equipment. General instructions are received and work is performed under immediate or general supervision, depending upon the nature of the task. May be required to be on-call during time off and perform other duties as assigned.

### **TYPICAL WORK ACTIVITIES:** (Illustrative only)

Operates trucks, automobiles, air compressors and other motorized equipment;  
Mows, rakes and cuts grass;  
Removes snow and ice from walks, pathways, steps and parking lot;  
Takes part in general grounds maintenance activities;  
Serves as general handyman performing a variety of semi-skilled duties;  
Performs semi-skilled work in masonry, carpentry, electrical or painting operations;  
Plasters and paints walls, partitions and ceiling;  
Repairs windows, doors, floors, walls and other parts of building;  
Sweep, mop, strip and wax floors, vacuum and clean carpets, wash walls, dust;  
Empties waste baskets and disposes of rubbish;  
Replaces light bulbs, towels, soap and other supplies;  
Helps to install and repair wiring systems and electrical fixtures and equipment;  
Distributes and/or delivers packages and mail;  
Picks up and delivers commodity food;  
Operates a bus on a regular schedule or on special occasions;  
Assists in cleaning and repairing boilers, pumps, heaters, pipe lines, valves and traps;  
Mixes plaster and concrete and assists in laying brick, plastering walls, finishing concrete work, etc.;  
Helps to install and repair general plumbing equipment, such as sinks toilets and baths.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Good knowledge of modern buildings and grounds cleaning, maintenance, and repair practices;  
Good knowledge of the practices and techniques of one or more of the standard trades;  
Mechanical aptitude;  
Ability to follow oral and written instructions;  
Some knowledge of grounds maintenance activities;  
Industry;  
Good physical condition;

Dependability;  
Manual dexterity.

**MINIMUM QUALIFICATIONS:** Either:

- (a) Two (2) years of experience in either general building construction or maintenance work in one or more of the standard trades, such as carpentry, plumbing or electrical; OR
- (b) Any equivalent combination of experience and training.

**SPECIAL REQUIREMENT FOR ACCEPTANCE OF APPLICATION:**

Possession of an appropriate New York State Operator's license.

**NOTE:**

All Article 19-A requirements must be met.