

# MAINTENANCE MECHANIC IV

**Department: Varies**

**Classification: Non-Competitive**

**Specification Number: 4080**

**Approved: 4/25/22**

**Revised: 1/24/23 by JG**

## **MINIMUM QUALIFICATIONS**

**Either:**

**(a) Four (4) years of experience in a major craft area to which the incumbent will be assigned plus either two (2) years of experience in the supervision of maintenance activities or an additional two (2) years of experience in any major craft area for a total of six (6) years of experience.**

**NOTE: Completion of vocational education courses in a vocational school program or in an apprentice or training program in one of the craft areas may be substituted for experience up to a maximum of two (2) years.**

**(b) One (1) year of experience as a Maintenance Mechanic III, or;**

**(c) Two (2) years of experience as a Maintenance Mechanic II**

## **NECESSARY SPECIAL REQUIREMENT**

**At the time of appointment and during employment in this title, candidates must possess a valid New York State driver's license appropriate for the vehicles to be operated.**

## **DISTINGUISHING FEATURES OF THE CLASS**

**An employee in this class performs work at the craftsman level in more than one major trade area, such as carpentry, plumbing, mechanical, electrical, high temperature water systems, and welding, or participates in craftsman level work in one or more of the major areas while acting as the lead worker for a trade's crew. A Maintenance Mechanic IV monitors the work of Maintenance Mechanics and instructs them. Supervision is received from an administrative superior through conferences, examination of completed work, and/or review of operations. Does related work as required.**

## **TYPICAL WORK ACTIVITIES**

**Supervises, trains and leads Maintenance Mechanics in the daily performance of their work;**

**Determines methods of work and materials to be used for projects; may discuss with supervisors the feasibility of a project being considered;**

**Performs skilled carpentry work in the construction or alterations of buildings and furniture;**

**Lays out and installs new electrical wiring systems, including high voltage equipment;**

**Repairs, installs, overhauls and maintains complex machinery including high temperature water systems, heating and air conditioning systems and electronic systems;**

**Performs complex work in the field of masonry, including ceramic and terrazzo tiling;**

**Installs and repairs major plumbing systems; modifies plans and equipment as necessary;**

**Plans and lays out projects to be completed by subordinate employees;**

**Instructs subordinates in methods and procedures.**

## **KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS**

**Thorough knowledge of the tools, materials, methods and practices of one or more major trade areas; thorough knowledge of the pertinent rules, regulations and codes which are applicable to the particular trade or trades; thorough knowledge of the occupational hazards and safety precautions of the trades; good knowledge of the procedures involved in the laying out of projects; ability to supervise and lead the work of subordinate employees in a manner conducive to full performance and high morale; ability to work from complex instructions, building specifications, blueprints and sketches; ability to make time, material and cost estimates; ability to understand and follow oral and written instructions; skill in the use and care of tools, materials and equipment of the trade; physical condition commensurate with the demands of the position.**