Queensbury
PARKS & RECREATION
742 Bay Road, Queensbury NY 12804-9725 | T: 518-761-8216 | F: 518-798-3194 | http://recreation.queensburyny.gov

SENIOR BUILDING MAINTENANCE MECHANIC

Queensbury Parks & Recreation has an opening for a Senior Building Maintenance Mechanic. This position is full-time with a work schedule of 7:00 a.m. – 3:30 p.m. Seasonal schedule changes may require evening and weekend hours as necessary, to prepare for tournaments, special events and park or program needs. This position is part of the local CSEA Union, Unit #9007-00, and Warren County Local 857.
Hourly Rate: $38.09

DISTINGUISHING FEATURES OF THE CLASS:

The work involves supervising a crew of maintenance personnel and others involved in maintenance, repair and construction-related tasks. An incumbent performs a variety of skilled mechanical and other maintenance work. Employees in this class, because of individual skill, training or experience, generally devote a greater part of their time to a particular specialized field, but are required to work in various mechanical fields as the occasion demands. The work performed includes carpentry, masonry, plumbing, painting, heating or electrical installation, maintenance and repair. The work is distinguished from Building Maintenance Mechanic by the presence of supervisory responsibility and the high skill exercised in performing the duties. The employee works under general supervision. Outside vendors or contractors are available to accomplish more technically-demanding or complex repairs. Supervision is exercised over subordinate employees. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Supervises the work of Maintenance Mechanics, Maintenance Workers, Laborers, Cleaners or other subordinates;
Makes periodic inspections to determine condition and need for maintenance or repair of grounds, buildings and equipment;
Confers with superior and assists in planning work activities;
Requisitions materials and maintains records and reports of maintenance performed and materials received and used;
Installs and repairs electrical wiring and equipment;
Cleans, maintains and makes repairs to boilers, pumps, heaters, piping, valves, traps, compressor motors and generators;
Builds and/or installs cabinets, shelves, doors, paneling, flooring, windows, and locks;
Installs and repairs water lines and plumbing fixtures such as sinks, toilets and showers;
Operates and/or performs repairs on motor vehicles and other motorized equipment;
Repairs windows, doors, floors, walls and furniture, roofs, projectors, screens, and sprinklers;

Performs masonry duties such as mixing plaster and concrete, laying brick or blocks, preparing forms and pouring concrete;
Performs preventive maintenance on agency vehicles, equipment and fixed property;
Prepares surfaces and paints exteriors and interiors of buildings, structures and equipment;
Performs general grounds maintenance activities;

Monitors and records energy conservation equipment readings and makes necessary adjustments to ensure proper levels of balance and operation;
May braze, flame-cut and weld to fabricate or repair equipment;
May load and unload materials and supplies and record goods received and shipped;
May, on occasion, perform housekeeping and cleaning tasks.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES:

Thorough knowledge of modern buildings and grounds, maintenance and repair and construction practices;
Thorough knowledge of the practices and techniques of one of the standard trades;
Good knowledge of one or more additional trades;
Good knowledge of the common practices, tools terminology and safety precautions associated with maintenance, repair and construction; Ability to communicate, understand and execute oral and written directions;
Ability to lay-out work for oneself and others; Willingness to be available to respond to emergency situations;
Reliability, industry, mechanical aptitude, manual dexterity;
Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Four (4) years of experience in either general building construction, maintenance or repair work in one or more of the standard trades, such as carpentry, plumbing, electrical work, masonry, etc.

SPECIAL REQUIREMENT: Possession of an appropriate class New York State Motor Vehicle Operator's License at time of appointment.

RESIDENCY REQUIREMENTS: Residence in Warren, Saratoga, Washington, Hamilton or Essex County.

Interested applicants should complete a Town of Queensbury Employment Application, along with a resume and cover letter and return it to Jennifer France, Director of Parks & Recreation**. Only completed applications will be considered.**