

SENIOR MAINTENANCE MECHANIC **(Rochester Housing Charities)**

DISTINGUISHING FEATURES OF THE CLASS: This is a highly skilled mechanical position with responsibility for the performance of the more difficult and complex repairs and maintenance of buildings, grounds, and equipment. The work performed may include masonry, carpentry, painting, plumbing, heating and ventilating, groundskeeping or electrical maintenance. Although employees of this class, because of individual training or experience, generally devote a greater part of their time to a particular specialized field, they are required to work in various fields as the occasion demands. The work may also involve the operation and maintenance of motor vehicles, groundskeeping equipment, and other power-driven equipment. Employees of this class may be subjected to unpleasant working conditions such as extremes of heat and cold, inclement weather, and cramped working areas. The work is performed under general supervision allowing for the exercise of independent judgment in assigning subordinate personnel to particular tasks within a work project. Senior Maintenance Mechanics directly supervise the work of Maintenance Mechanics, Maintenance Helpers, or laborers and give guidance and training to these employees to improve their skill level. Does related work as required.

TYPICAL WORK ACTIVITIES:

- Performs the more difficult and complex work relating to the installation, maintenance, repair and rebuilding of electrical fixtures, equipment, and systems;
- Performs the more difficult and complex work relating to the installation, maintenance, repair, and rebuilding of a wide variety of plumbing equipment and systems;
- Performs the more difficult and complex work relating to steamfitting, forging, welding, sheet metal fabrication or machine shop activities;
- Performs the more difficult and complex work relating to masonry, stone-cutting and related activities;
- Performs the more difficult and complex work relating to carpentry, locksmithing, and cabinet-making;
- Performs the more difficult and complex work relating to preparation, painting, and re-finishing wood, metal and other surfaces;
- Performs the more difficult and complex work relating to the installation, maintenance, and repair of heating, ventilating, and air conditioning equipment and systems;
- Performs the more difficult and complex work related to the maintenance and repair of groundskeeping equipment;
- Assigns subordinate personnel to particular tasks within a work project, and determines priority of work;
- Leads subordinates in and demonstrates and observes their performance of the more difficult and complex work related to repair and maintenance of buildings, grounds, and equipment.

ENTRY LEVEL KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of the common practices, tools, terminology and safety precautions associated with the maintenance and repair of buildings, grounds, and equipment;
- Skill in the use of hand tools and the operation of power tools and equipment used in the activities of buildings, grounds and equipment;
- Ability to understand and carry out oral and written instructions and to work from plans, specifications and rough sketches;
- Resourcefulness in diagnosing and rectifying mechanical problems;
- Mechanical aptitude;

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ENTRY LEVEL KNOWLEDGE, SKILLS, AND ABILITIES (continued):

- Ability to lift and carry items weighing up to 50 lbs.;
- Ability to lift and carry items weighing up to 110 lbs. with assistance;
- Ability to climb stairs often carrying items weighing up to 40 lbs.;
- Ability to push/pull forces up to 60 lbs.;
- Ability to utilize tools requiring coupling forces up to 60 lbs.;
- Ability to kneel for 20 minutes continuously, for up to 1 hour per 8 hour shift;
- Ability to sit for 45 minutes continuously, for up to 2 hours per 8 hour shift;
- Ability to stand for 4 hours continuously, for up to 7 hours per 8 hour shift;
- Ability to walk up to 5000 ft. in a typical 8 hour work shift;
- Willingness to work outdoors for extended periods of time in all types of weather.

FULL PERFORMANCE KNOWLEDGE, SKILLS, AND ABILITIES:

Ability to assign and supervise the work of others.

MINIMUM QUALIFICATIONS:

- A) Three (3) years of full-time paid or its part-time equivalent experience as a skilled tradesman in one or more of the mechanical or construction trades or groundskeeping and landscaping;
- OR**
- B) Graduation from a technical high school program in one of the construction or mechanical trades (i.e., carpentry, electricity, auto mechanics, sheet metal work) and two (2) years of experience as described in A).

SPECIAL REQUIREMENTS:

Possession of a Class D New York State Motor Vehicle Operator's license at time of appointment.

ADOPTED: September 9, 2025