

Jurisdictional Class: NC

Revised: KG

Location: Housing Authorities

Fr. Cty. Grade: --

Date: 1/21/25

MAINTENANCE WORKER (HOUSING)

DISTINGUISHING FEATURES OF THE CLASS: The incumbent in this title will perform semi-skilled and skilled building repair and maintenance tasks involving independently performing a variety of mechanical and other building and grounds maintenance tasks, or for serving as a helper to a Senior Maintenance Worker. In either case, although a working knowledge of one or more trades is necessary, a Maintenance Worker (Housing) does not utilize the more skilled journeyman techniques for any considerable portion of his time. In addition, the work may involve the part-time operation of a truck, automobile or other automotive equipment. General instructions are received and work is performed under immediate or general supervision, depending upon the nature of the task. Incumbents may be “on-call” outside regular working hours. Incumbent does other related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Performs semi-skilled work in masonry, carpentry, electrical, or painting operations;
Helps to install and repair wiring systems, electric fixtures and equipment;
Repairs windows, doors, floors, walls and other parts of buildings;
Does interior and exterior painting where quantity rather than fine quality of work performed is the principal object;
Helps to install and repair general plumbing equipment, such as sinks, toilets, and baths;
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;
Operates trucks, automobiles, air compressors, and other motorized equipment;
Collects trash, sweeps halls and floors, washes windows and walls, waxes and buffs floors;
Maintains and accounts for tools, equipment and supplies;
Takes part in general grounds maintenance activities;
Serves as general handyman performing a variety of semi-skilled duties.

FULL PERFORMANCE, KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL

CHARACTERISTICS: Good knowledge of modern buildings and grounds maintenance and repair practices; good knowledge of building cleaning practices, supplies and equipment; working knowledge of the practices and techniques of one or more of the standard trades; ability to follow verbal and written instructions; mechanical aptitude; industry; dependability; manual dexterity.

MINIMUM QUALIFICATIONS:

Two (2) years of experience in building maintenance activities or in one or more of the standard trades such as carpentry, plumbing, and electrical.

NOTES:

- 1) Verifiable part-time experience will be pro-rated toward meeting full-time experience requirements.
- 2) Proof of completion of a two (2) year vocational building trades, HVAC, electrical program or equivalent may be substituted for one year of paid work experience.
- 3) If the position requires, candidate must possess valid New York State Driver’s License at the time of application, maintained throughout employment.