

VACANCY NOTICE

DATE: May 20, 2025

POSITION TITLE: Maintenance Mechanic II

CURRENT ASSIGNMENT: Operations & Maintenance Department (Districtwide)

CERTIFICATION: Civil Service - Non-Competitive Class

START DATE: June 2025

PRIMARY WORK ACTIVITIES:

Typical activities characteristic of the class.

- Performs repairs to plumbing, steam lines, electrical wiring and equipment, boilers, furniture, doors, door hardware, windows, roofing glass repair, and varied mechanical equipment.
- Participates with all aspects of ground's maintenance including but not limited to snow removal, salting, mowing, trimming, grading, pruning, and tree cutting.
- Performs asphalt paving for repair and new areas of installation including site preparation spreading, tamping and rolling.
- Estimates and orders materials needed for repairs.
- Obtains quotes for purchases, orders tool, supplies and parts for repairs, and manages/completes appropriate paperwork for product warranty
- Must possess a valid NYS Driver's License for the duration of employment and have the ability to operate trucks, automobiles, skid steer, mini excavators, forklift, snow blower and other motorized equipment.
- Must be able to safely work off a ladder or lift to perform indoor and outdoor duties.
- Operates Low pressure steam and hot water boilers, direct digital control building management systems and commercial air conditioning.
- Ability to perform commercial pool mechanical system maintenance and have knowledge of chemical requirements
- Assists with water and air quality investigations and remediation.
- Participates in both natural and synthetic athletic field maintenance / repairs
- Performs minor roofing repairs.
- Has the ability to frame commercial walls, hang doors, finish drywall and paint.
- Performs concrete forming, placement and finishing.
- Must have experience with commercial light gauge metal framing, drywall finishing and installation of commercial door hardware.
- Removal and installation of ceramic or vinyl floor tile, wall tile and acoustic ceiling tile.
- Must be proficient with use of various specialty and small hand/power tools.
- Ability to troubleshoot under pressure.

KNOWLEDGE, SKILLS AND ABILITIES:

Summary of full performance level characteristics.

THOROUGH KNOWLEDGE OF: practices, processes, tools, materials, and safety precautions used in the maintenance of commercial building, mechanical, electrical, plumbing, sanitary, and site equipment; skilled building, maintenance and repair practices; familiarity with the operation and maintenance of HVAC systems; hand tools, power tools and equipment used in building maintenance and repair.

ABILITY TO: Work independently or with a group to accomplish a task. Understand and follow oral and written instructions; carry out detailed instructions; perform skilled buildings and grounds maintenance and repair practices; plan, assign, and perform skilled work in carpentry, plumbing, electrical HVAC, gypsum finishing, masonry, paving and roofing associated with building repairs; lift and use power and hand tools and equipment; willingness to work high elevations off of a ladder or lift.

MINIMUM QUALIFICATIONS:

Education, specialized background, training and experience.

- A. Two (2) years of experience as a journeyman in one of the recognized skilled trades; **OR**
- B. Four (4) years of experience in either general building construction or maintenance work in one or more of the standard trades, such as carpentry, plumbing, electrical, HVAC; **OR**
- C. An equivalent combination of training and experience as defined by the limits of “A” and “B” above.

TERMS OF EMPLOYMENT:

- Full-time, probationary appointment
- 12-month position
- \$63,521.00 per year
- Benefits based on CSEA contract
- *Hours may vary per supervisor’s discretion to meet district needs*

APPLICATION DEADLINE: Tuesday, May 27th, 2025 by 5:00PM

TERMS OF EMPLOYMENT:

All applicants must submit a RecruitFront online employment application (found on our website: www.mexicocsd.org), **including contact information for three professional references.**

Refer to posting #25-118 in all correspondence.

The Mexico Central School District complies with federal and state laws governing equal opportunity prohibiting discrimination on the basis of race, color, creed, ethnic background, religion, sex, age, marital status, physical handicap, and any other protected category under federal, state, or local laws. EOE/AA. This position will be filled in accordance with Civil Service Law.