

MAINTENANCE HELPER

DISTINGUISHING FEATURES OF THE CLASS: This work involves the performance of semi-skilled tasks in carpentry, plumbing, electrical, painting, and mechanical work. Work is usually performed under direct supervision.

TYPICAL WORK ACTIVITIES: *The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.*

Makes electrical, plumbing and heating repairs;

Assists in performing carpentry, painting, masonry and roofing work;

Mows lawns, shovels snow, removes garbage;

Performs general building and grounds cleaning tasks;

Performs a variety of other semi-skilled and unskilled work.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Some knowledge of rough carpentry, mechanical repair work, rough painting or other construction or maintenance trades; some knowledge of the use of hand tools and machine tools; ability to perform semi-skilled manual tasks without constant supervision; ability to learn mechanical skills and methods; ability to understand and carry out oral and written directions; and honesty.

MINIMUM QUALIFICATIONS: One (1) year of satisfactory experience as a helper in any of the skilled trades and graduation from a standard grade school; or any equivalent combination of experience and training sufficient to indicate ability to do the work.

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Last Reviewed:
Jurisdictional Class: Non-Competitive
Public Hearing: Yes
NYS Civil Service Commission Approval: Yes