

# CAYUGA COUNTY DEPARTMENT OF BUILDINGS AND GROUNDS SEASONAL VACANCY – EMERSON PARK

## BUILDING MAINTENANCE PERSONS

**Pay Rate:** \$15.75/hr

**Deadline to apply:** July 31, 2021

### **How to apply:**

Go to: [mycivilservice.cayugacounty.us/jobopps](http://mycivilservice.cayugacounty.us/jobopps) and click on the “APPLY” button next to the title of “**Building Maintenance Person – Seasonal (2021)**” under Current Vacancies.

The Civil Service Commission will review your application to verify that you have fully completed the application and meet the minimum qualifications (below). If your application is approved, it will then be forwarded to the Department of Buildings and Grounds for consideration.

Candidates are required to submit to a drug screen prior to employment.

### **MINIMUM QUALIFICATIONS:**

Two (2) years of experience in general building construction OR maintenance work in 1 or more of the standard trades, such as carpentry, plumbing, electrical.

**SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS:** If the position requires the operation of a motor vehicle then the following special requirement applies:

Eligibility for an appropriate level NYS Driver’s License at the time of application for appointment.  
Possession of the license at time of appointment.

### **DISTINGUISHING FEATURES OF THE CLASS:**

Performs a variety of semi-skilled building and grounds maintenance and repair tasks; does related work as required. This is semi-skilled work involving responsibility for independently performing a variety of mechanical and other building maintenance tasks or for serving as a helper to a journeyman tradesman. In either case, although a working knowledge of one or more trades is necessary, a maintenance person 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.

**TYPICAL WORK ACTIVITIES: (Illustrative Only)**

Performs semi-skilled work in masonry, carpentry, electrical, or painting operations;  
Helps to install and repair wiring systems and 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, pipelines, 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;  
Takes part in general grounds maintenance activities;  
Serves as general handyman performing a variety of semi-skilled duties.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, & PERSONAL CHARACTERISTICS:**

Good knowledge of modern buildings and grounds maintenance and repair practices;  
Working knowledge of the practices and techniques of one or more of the standard trades;  
Mechanical aptitude;  
Manual dexterity;  
Good physical condition.

**NOTE:** Will be required to work weekends.