

MAINTENANCE WORKER (CDL-B)

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, incumbents of this class perform duties involving the operation of heavy equipment on public roads requiring possession of a Commercial Driver License (CDL-B). Incumbents may perform a wide variety of semi-skilled laboring tasks as well as routine assignments in various County departments in support of operations, maintenance, upkeep and repair in buildings, grounds, roads, parks, swimming pools and all other County facilities. Incumbents may also perform routine manual work in the control and distribution of supplies and equipment received, stored and issued, maintaining a variety of records and logs. Work assignments are verbal, in writing, in the form of standard operating procedures, or are sometimes independently selected and carried out by the incumbent. Supervision is not a responsibility of this class, but incumbents may act as a lead worker for the completion of assigned projects. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Operates automotive equipment such as Sewer Jet, Vac-All, ten-ton roller, post pounder, paint truck, asphalt reclaimer, large garbage truck, ten-wheel dump truck and large backhoe;

Operates large delivery trucks and vans, delivering supplies, materials and equipment and performs warehouse related receiving, stocking and routine paperwork relating to area of assignment;

Disposes of County refuse, using a large, compacting garbage truck;

Reports defective and damaged equipment and supplies to supervisor for corrective action;

Performs basic and preventive maintenance on equipment operated;

Performs a wide variety of maintenance, repair and construction duties;

Maintains work area and vehicles operated in a clean, orderly and safe condition;

Performs routine and emergency repairs and maintenance both scheduled and in response to emergency situations as required;

Performs security functions as required:

Performs snow removal duties;

May use computer applications or other automated systems such as e-mail, calendar, word-processing and database software;

May perform other incidental tasks, as needed.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES:

Thorough knowledge of the operation, safety precautions and routine maintenance of motor equipment operated; knowledge of the tools, techniques and terminology used in maintenance and repair responsibilities; knowledge of appropriate accident and safety precautions, ability to perform preventative maintenance and repairs; ability to operate a variety of mechanical equipment; ability to follow oral or written instructions; ability to work alone or with others; ability to learn new work quickly; ability to read, write, speak, understand, and communicate in English sufficiently to perform the essential duties of the position; ability to use computer applications such as spreadsheets, word processing, e-mail and database software; initiative and resourceful in undertaking and completing assigned work; industriousness; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Possession of a valid New York State Class B Commercial Drivers License with required endorsements, appropriate for the type of motor equipment being operated and either: (a) a high school or equivalency diploma and one year experience doing manual work involving the operation of motor equipment; or (b) three years work experience doing manual work involving the operation of motor equipment; or (c) a satisfactory equivalent combination of the foregoing training and experience as defined by the limits of (a) through (b).

SPECIAL REQUIREMENTS: (1) Depending on work assignment, must meet standards of OSHA regulation 1910.134 Respiratory Protection, and will be required to meet Federal, State and local standards with respect to health and safety.