

MAINTENANCE MECHANIC II (GROUP OF CLASSES)*

DISTINGUISHING FEATURES OF THE CLASS: This is skilled work requiring a high level of technical knowledge in a specific trade and involving certain operational-level administrative responsibilities, including leading a small work crew. Although the work may be performed in or around any public works structures or mechanical assemblies requiring the trade skill, it is most commonly performed in public-use buildings. The work is performed under the general direction of a maintenance supervisor or administrator. Work guidance (e.g., lead work) is provided to Maintenance Mechanic I, assistants and helpers. Employees in this class may be on call at times other than regularly scheduled hours. Does related work as required.

TYPICAL WORK ACTIVITIES:

Conducts routine inspections of buildings, grounds and equipment to determine trade maintenance needs;
Plans, assigns and inspects work performed by maintenance crews;
Leads the maintenance, repair and minor construction of buildings, building facilities and equipment;
Inventories and requisitions materials, supplies and tools;
Provides information to assist in the planning and implementation of a preventative maintenance program;
Submits budget estimates for the assigned trade;
Maintains records and prepares reports related to maintenance activities;
May perform semi-skilled maintenance work in other craft or trade areas;
May instruct custodial staff in performing routine, minor maintenance and repair tasks;
May perform general maintenance duties during emergencies, including but not limited to snow and ice removal, temporary window repair and water cleanup for flooding or other water-related incidents.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of principles, practices, tools, terminology and safety precautions of the assigned trade or trades in which employed; good knowledge and skill in the use of the trade tools; ability to read, interpret and work from plans, technical drawings and specifications; ability to solve complex technical problems related to the trade or trades; ability to understand and carry out oral and written directions; ability to plan, schedule, organize and provide work guidance to maintenance mechanics, assistants and helpers; ability to maintain inventories and storage systems; ability to prepare activity records and reports; ability to demonstrate mechanical aptitude.

MINIMUM QUALIFICATIONS: Six (6) years of paid construction and/or maintenance experience in one or more of the trade skills listed below. (Time spent as a Laborer or Trade Helper will not be considered qualifying).

TRADE SKILLS:**

Air Conditioning	Automotive Maintenance & Repair	Carpentry
Electrical	Electric & Electronic Circuitry	Electric Motor Generator or Component Repair
Masonry	Mechanical	Painting
Plumbing	Pumps & Compressors Maintenance & Repair	Heating
Heating, Ventilating and Air Conditioning (HVAC)		
Internal combustion engine repair	Refrigeration	Roofing
Ventilation	Welding	

(over)

NOTE: High school vocational training, technical school training or formal apprenticeship training in a trade skill may be substituted for the required paid work experience on a year-for-year basis.

SPECIAL REQUIREMENT: At the time of appointment and periodically throughout the course of employment, the appointing authority shall verify that the employee possesses a valid driver's license appropriate for the kind and size of vehicle to be driven.

PROMOTION: Two (2) years of permanent status as a Maintenance Mechanic I (Group of Classes).

*This reflects a retitling of Maintenance Mechanic II in the County of Rockland.

**The listed trade skills are illustrative only and are intended to indicate examples of specific trades that may be included within this group of classes. Trade skills not listed may also be included, provided they are consistent with the level and nature of skilled mechanical work appropriate to the job class, as determined by the Rockland County Department of Personnel or the Commissioner of Personnel.

R.C.D.P. (02.23.2026) 04.10.2026
Non-competitive