**POSITION ANNOUNCEMENT**
**FIRST JUDICIAL DISTRICT OF PENNSYLVANIA**
**EQUAL OPPORTUNITY EMPLOYER**

**POSITION: Maintenance Mechanic III (Day Shift 8:30am – 4:30pm)**
**Municipal Court, Traffic Division**

***(Open to Promotion, Transfers, and New Hires)***

**SALARY: $40,204 - $44,177 (G16)**

**FILING DEADLINE: Thursday, May 5th @ 4:00 P.M.**

## REQUIREMENTS:

1. Education equivalent to completion of the eighth school grade
2. Two years of journeyman level experience in general building maintenance and repair

**OR**

3. Any equivalent combination of training and experience determined to be acceptable by the First Judicial District of Pennsylvania.
4. City residency required within six (6) months of satisfactory completion of an employment orientation period.
5. Ability to perform essential functions of a position in this class.

## GENERAL DEFINITION:

This is skilled maintenance and construction work at the journeyman level in several of the building trades. The employee is expected to participate in all phases of maintenance, alteration, repair and/or interior construction activities as well as exercising any individual trade skill level.

## ESSENTIAL FUNCTIONS:

***The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required as assigned.***

- Cuts, shapes and fastens wood and related materials using power saws, joiners, lathes, planers and other hand and power tools; erects building frames; installs interior and exterior trim; lays flooring and joists and fabricates other wooden articles.
- Prepares surfaces to be painted; removes old paint by use of burners, sandpaper, and scraper; applies sizing, mixes and matches paints and stains; applies paint to interiors and exteriors of buildings using spray guns and brushes.
- Cuts openings in walls for pipes; bends, cuts, reams and threads pipe; installs, maintains and repairs sanitary fixtures such as valves, faucets, traps, sewers and vents; installs and secures fixture supports, hangers, and foundations; opens clogged drains with a plunger or other device; tests for leaks by filling pipe with water under pressure and checking with a gauge for pressure; routinely maintains and repairs, circulator and sump pumps,

refrigeration units, auxiliary diesel genera- fans, bearings, universal joints and similar mechanical equipment.

- Installs lighting fixtures and other electrical apparatus; tests circuits for continuity and overloading.
- Performs related work as required.

## KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED TO PERFORM ESSENTIAL FUNCTIONS:

- Considerable knowledge of the methods, practices, materials and tools used in building trades such as carpentry, painting, plumbing and electricity and occupational hazards and safety.
- Considerable knowledge of precautions involved in the maintenance of buildings and related facilities and/or in the maintenance of a variety of mechanical equipment.
- Skill in the use and care of tools and equipment used for the maintenance of buildings.
- Ability, if necessary, to supervise the work of a small group of skilled and semi-skilled workers.
- Ability to understand and follow oral and written instructions.
- Ability to make estimates of time and materials.
- Ability to read and interpret blueprints and sketches.
- Ability to establish and maintain effective working relationships with associates.

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**The First Judicial District is an Equal Opportunity Employer. In compliance with the American's with Disabilities Act, the First Judicial District will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.**