

## **Town of Hamburg**

Accepting applications for full time Assistant Supervising Maintenance Mechanic-Electric, Civil Service position with full benefits. Salary range \$62,000 - \$72,000.

The work involves assisting in the supervision, and participating in the repair and maintenance of building electrical and communications equipment. Work is performed under the supervision of an administrative or maintenance employee of higher rank. Supervision is exercised over a number of maintenance and repair activities. Does related work as required

### MINIMUM QUALIFICATIONS:

A.) Graduation from a standard senior high school or possession of a high school equivalency diploma and three years of electrical and communications experience at the journeyman level, including skilled work with tools and mechanical appliances; or;

B.) Elementary Education and five years of electrical and communications experience at the journeyman level, including skilled work with tools and mechanical appliances; or;

C.) An equivalent combination of training and experience as defined by the limits of (A) and (B).

See **Townofhamburgny.com** for application and full job description or call (716) 649-6111 ext. 2386 for questions.

ASSISTANT SUPERVISING MAINTENANCE MECHANIC – ELECTRIC

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DISTINGUISHING FEATURES OF THE CLASS: The work involves assisting in the supervision, and participating in the repair and maintenance of building electrical and communications equipment. Work is performed under the supervision of an administrative or maintenance employee of higher rank. Supervision is exercised over a number of maintenance and repair activities. Does related work as required.

TYPICAL WORK ACTIVITIES:

Assists with supervision of electrical and communication work projects such as high voltage, 480 volt, 208/120 volt and low voltage AC and DC normal power systems; emergency power systems; branch feeders, panelboard and branch circuit systems; lighting; communication and monitor systems by estimating and planning needs, laying out work and inspecting results;  
Assigns mechanics, helpers and laborers to projects, assists them with difficult problems and evaluates performance;  
Maintains records of projects, requisitions supplies and confers with supervisor on status and progress of the work.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the tools, terminology, equipment and procedures of the skilled electrical and communications maintenance and repair trade;  
Ability to read and interpret plans and specifications for electrical and communications work and layout;  
Ability to plan and supervise the work of lower level employees;  
Ability to maintain records and prepare reports;  
Industry and dependability;  
Physical condition commensurate with the demands of the position.

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NOTE: Verifiable part-time and/or volunteer experience will be pro-rated toward meeting full-time experience requirements.