

AVERILL PARK CENTRAL SCHOOL DISTRICT

146 Gettle Road, Station 1
Averill Park, NY 12018

To: Building Principals
Supervisors

From: Brian Rhode

Date: May 5, 2026

Vacancy Notice (Anticipated)

Position Available:

Head Building Maintenance Mechanic

7.5 hours per day, between the hours of 2:00 p.m.. and 10:00 p.m.
12 months per year
Work assignment covers all buildings within the school district.

Start Date: May 20, 2026

Salary:

\$55,000-60,000 per year based on experience

Great benefits package including:

- Paid time off
- Health, dental and vision insurance starting day one
- NYS pension plan
- Optional 403b and/or 457

Qualifications:

Must meet Civil Service minimum qualifications:

Two (2) years of experience as a journeyman in one of the recognized skilled trades OR five (5) years of experience in either general building construction or building trades work in one or more of the standard trades, such as carpentry, plumbing, or electrical

- Must also be able to perform building inspections to ascertain repair needs and maintenance programs
- Provides 1st shift supervision of custodial staff
- EPA card preferred
- Experience with Energy Management Systems preferred

Contact:

Human Resources Department
Averill Park School District
145 Gettle Road
Averill Park, NY 12018
518-674-7060

To apply:

Send a resume and cover letter to apapplications@apcsd.org

Closing Date:

May 15, 2026

HEAD BUILDING MAINTENANCE MECHANIC

GENERAL STATEMENT OF DUTIES: Has responsible charge of the repair and maintenance of equipment and buildings in a large school district; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: This is an important maintenance position involving responsibility for planning for and overseeing the efficient operation and upkeep of school district buildings and mechanical and electrical equipment. The work is performed under supervision from the Superintendent of Buildings and Grounds with considerable leeway allowed in planning a preventive maintenance program and in establishing operating standards for keeping buildings and equipment up to approved standards. Supervision may be exercised over the work of subordinate maintenance employees.

EXAMPLES OF WORK: (Illustrative only)

Plans and schedules a program of preventive maintenance and repairs for the district:

May assign subordinate personnel to various maintenance and repair tasks and determine priority of work;

Oversees and participates in the maintenance and repair of heating and cooling equipment and other related electrical and mechanical equipment;

Conducts periodic inspections of building condition throughout the district to ascertain maintenance needs;

Performs a variety of skilled plumbing repairs such as new water lines, installation of dishwashers, sinks, toilets, etc.;

Supervises and takes part in the repair and maintenance of buildings including painting, plumbing, roofing, carpentry, glass and metal work;

Estimates cost of maintenance and repair projects;

May operate various power equipment including saws, planers, routers, sanders and gas and electric welders;

Requisitions equipment and supplies according to a prescribed manner;

May perform minor maintenance to electrical and gasoline driven equipment;

Reports difficult or costly problems to superiors for proposed methods of solution;

Repairs pumps, motors, and replaces seals on various cooling, refrigeration and heating systems;

Maintains appropriate records on maintenance operations.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Thorough knowledge of the practices, tools and equipment used in the maintenance and repair of buildings and related equipment; thorough knowledge of the practices, processes, materials and tools of the principal trade in which the experience has been gained; good knowledge of standard practices, procedures and methods of construction in the various building trades; ability to plan and supervise the work of others engaged in maintenance and repair work; ability to read and interpret blueprints and mechanical drawings; ability to understand oral and written directions; mechanical aptitude; good physical condition.

HEAD BUILDING MAINTENANCE MECHANIC-- contd.

2.

ACCEPTABLE EXPERIENCE AND TRAINING: Two (2) years of experience as a journeyman in one of the recognized skilled trades or five (5) years of experience in either general building construction or building trades work in one or more of the standard trades, such as carpentry, plumbing, or electrical.

Adopted: 4/14/76
CSC Mtg.

CLASSIFICATION: Competitive