



ONEIDA COUNTY GOVERNMENT NOTICE OF VACANCY

DEPARTMENT: Public Works

CIVIL SERVICE TITLE: Director of Building Maintenance

CLASSIFICATION TYPE: Competitive (Provisional)

SALARY (GRADE): \$81,756 (40M) Plus Excellent Benefits

APPLICATION DEADLINE: February 28, 2025

APPLY ONLINE*: <https://oneida-portal.mycivilservice.com/post/jobopps>



DISTINGUISHING FEATURES OF THE CLASS: This is an administrative position responsible for directing the planning, organizing, directing and operating of the custodial and maintenance activities of buildings and grounds. A major responsibility is for the coordination of maintenance and construction activities in widely separated geographic areas, and for liaison between engineering and office personnel and the field crews. Supervision is exercised over many employees through subordinate supervisors, and work is reviewed through observation or through oral and written reports. The work is performed under the general supervision of the Deputy Commissioner of Buildings and Grounds. The incumbent performs related work as required.

MINIMUM QUALIFICATIONS: Candidates must meet the minimum qualifications at time of application. Either:

- (A) Possession of a Bachelor's degree in construction, engineering technology, or a closely related field **AND** six (6) years of experience in building construction or one of the standard trades, one (1) year of which shall have been in a supervisory capacity; **OR**
- (B) Possession of an Associate's degree in construction, engineering technology, or a closely related field **AND** eight (8) years of experience in building construction or one of the standard trades, one (1) year of which shall have been in a supervisory capacity; **OR**
- (C) Graduation from high school or possession of a high school equivalency diploma **AND** ten (10) years of experience in building construction or one of the standard trades, two (2) year of which shall have been in a supervisory capacity.

SPECIAL REQUIREMENT: Possession of a valid New York State driver's license at time of appointment. License must remain valid throughout appointment.

NOTES:

1. Candidates **MUST** submit with application a copy of transcripts showing degree area and date degree conferred, if qualifying under (A) or (B).
2. Degree(s) must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If the degree was awarded by an educational institution outside the United States and its territories, the candidate must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. Candidates will be required to pay the evaluation fee.

****Oneida County is an equal opportunity employer****

*If you do not have internet access, paper applications can be picked up in the Personnel Department on the 6th Floor of the Oneida County Office Building. You may also request a paper application to be mailed by calling 315-798-5726.

Issued: 01/24/2025