



**DATE:** July 8, 2025

**TO:** **ALL COUNTY EMPLOYEES AND ELIGIBLE CANDIDATES**  
(This is not a competitive class position.)

**FROM:** Brendan Masterson, Commissioner of Department of Public Works  
313 Shamrock Lane, Kingston, NY 12401

**JOB VACANCY:** Building Maintenance Worker I / Contingent Permanent/Temporary / Full-Time / Benefited

**LOCATION:** Business Resrce Cntr

**SALARY:** \$20.18 / hour (Grade 6)

**FILL DATE:** July 29, 2025

**DISTINGUISHING FEATURES OF THE CLASS:** This is a broad class covering many types of recurring routine mechanical work in the building maintenance trades and for assisting in a variety of construction, maintenance and repair work. General instructions are received and the work is performed under immediate or general supervision depending on the nature of the task. Supervision over the work of other is not normally a function of this class. Does related work as required.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Working knowledge of building maintenance and repair practices; ability to follow oral and/ or written instructions; mechanical aptitude; manual dexterity; reliability; good judgment; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Either:

A. One year of full-time paid experience, or its part-time equivalent, in general building construction or maintenance work; **OR**

B. One year satisfactory completion of a BOCES, or substantially similar, training program which must have included basic carpentry, electrical and plumbing courses.

**Special Requirement for appointment to Ulster County positions:** In accordance with Ulster County Legislative Local Law Number 14 of 2007 or by other State and Federal Statutes, candidates for employment to all Ulster County positions must obtain clearance for appointment from the Department of Criminal Justice System or other mandated Federal and State regulatory authority based upon fingerprinting and a criminal history background check.

**ULSTER COUNTY IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

All qualified applicants will receive consideration for employment without regard to age, race, color, religion, gender, creed, national origin, physical or mental disability, marital status, veteran status, disabled veteran status, or status as a member of any other protected group or activity.