

APPRENTICE (ELEVATOR MECHANIC)

General Statement of Duties and Responsibilities

This is an apprenticeship class of positions in which, under a range of supervision (from close to standard), apprentices are trained to perform the technical work of the elevator mechanic trade.

Apprentices will receive technical training, both in the classroom and on-the-job learning, and progressively learn to inspect, maintain, adjust, and repair elevator and escalator systems. Apprentices will receive on the-job instruction on workplace processes, including use and care of tools; rigging and material handling; shop work; repair work; estimating; inspection and maintenance; timing and adjustments; electrical work; installation of new parts and equipment; and related systems. Learning will also include related instruction on safety and health; blueprints; mathematics; trade theory and science; and other workplace skills as may be required and as approved by the New York State Education Department. Performs related work.

Examples of Typical Tasks

Is trained to lubricate and clean all components of hydraulic and electric elevator systems.

Learns how to make adjustments as required to contactors and controllers in the electrical and hydraulic elements of elevator systems.

Receives instruction on how to properly inspect and check elevator hatch doors, wire cables, rails, bumpers, safeties, sheaves, and governors to assure continued safe operations.

Is trained to re-rope and re-wire elevator systems as required.

Is trained to troubleshoot all types of elevator and escalator systems.

Is trained to make necessary adjustments and/or repairs to all elevator mechanical, hydraulic, and electrical components and their control systems.

Learns to inspect, maintain, adjust, and repair escalators, platform lifts, conveyors, and dumbwaiters.

Operates a motor vehicle in the performance of assigned duties.

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Qualification Requirements

1. Graduation from high school, or possession of a General Equivalency Diploma (GED).
2. Fulfillment of all minimum requirements for age and written commitment prescribed by the New York State Department of Labor for Registered Apprenticeships.
3. Acceptance into and maintenance of good standing in a New York State Department of Labor Registered Apprenticeship Program for "Elevator Servicer and Repairer."

Note: Appointees to the title of Apprentice (Elevator Mechanic) will enter an apprenticeship program of limited duration with a maximum tenure of 8,576 total hours, terminating upon completion of 8,000 hours of on-the-job training (average 2000 hours per year) and 576 hours of classroom instruction (minimum of 144 hours per year for progression to the succeeding year in the program), or a period of up to five calendar years, whichever occurs first. During the apprenticeship, apprentices will be trained to and will perform the typical tasks in the assignments described above, in proportion to work processes mastered, as set forth at minimum in Appendix "A" of the New York State Registry for Apprentice (Elevator Servicer and Repairer) as revised from time to time and in Appendix "B" thereof as to related instruction. The advancement of Apprentices (Elevator Mechanic) who have demonstrated abilities and mastery of the occupation may be accelerated through the program to the level for which they are qualified. Supervision and advancement will be consistent with New York State Department of Labor regulations.

License Requirements

At the time of appointment, candidates will be required to possess a Motor Vehicle Driver License valid in the State of New York. This license must be maintained for the duration of employment.

To progress to Year 4 of the apprenticeship, an Apprentice (Elevator Mechanic) will be required to possess a valid New York State Elevator Mechanic License and a valid New York City Elevator Agency Technician License. These licenses must be maintained for the duration of employment to perform work on elevators.

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Direct Lines of Promotion

None. This class of positions is in the Non-Competitive Class.

Admission to a promotional examination for the Competitive Class title of Elevator Mechanic may be to employees in the Non-Competitive Class title of Apprentice (Elevator Mechanic) pursuant to New York Civil Service Law Section 52(14) if such Non-Competitive Class service is determined by the municipal civil service commission to be appropriate preparation.