

New York State Department of Civil Service
Division of Classification & Compensation

Classification Standard

Occ. Code 7120000

Trades Generalist, Grade 12

Brief Description of Class

A Trades Generalist performs journey-level work in one trade, and skilled and semiskilled level work in a combination of other trades in the repair and maintenance of facilities and equipment. Incumbents may supervise others in maintenance, repair, installation, and construction activities.

Distinguishing Characteristics

Trades Generalist: non-competitive; functions as a skilled worker in a primary trade, and also performs a variety of skilled and semiskilled activities in one or a combination of other related trades in response to maintenance program requirements.

Trades Generalists are assigned either to a small State facility where the incumbent functions in the only journey-level maintenance position, or where the organization of work and the maintenance program require the flexibility afforded by this classification. Incumbents of positions in this latter setting may work with individuals whose positions are classified according to specific trades. Trades Generalists, like other journey-level positions, plan and lay out construction, repair, and maintenance projects.

Related Classes

The specialized trades titles, such as Trades Specialist (Carpenter), Trades Specialist (Electrician), Trades Specialist (Plumber & Steamfitter), Trades Specialist (Sign Fabrication) and Service & Repair Mechanic (Motor Equipment), are distinguished from Trades Generalist by the performance of journey-level work in a single trade generally on a full-time basis.

A Maintenance Assistant performs semiskilled maintenance, repair, and related activities; and may perform many of the same maintenance tasks as a skilled tradesperson in one or a combination of crafts, usually under the supervision of a skilled tradesperson.

Illustrative Duties

The services performed by Trades Generalists vary from position to position so that the listing of specific activities and tasks is impracticable. However, Trades Generalists have one responsibility in common, that of performing a variety of skilled and semiskilled maintenance, repair, installation, and construction tasks in the mechanical, building, motor equipment, and electrical trades.

Classification standards describing the activities and tasks performed by specialized trades include, but are not limited to, Trades Specialist (Carpenter), Occ. Code 7120100; Trades Specialist (Electrician), Occ. Code 7120120; Trades Specialist (Painter), Occ. Code 7120110; Service & Repair Mechanic (Motor Equipment), Occ. Code 7347130; Trades Specialist (Plumber & Steamfitter), Occ. Code 7120160; Trades Specialist (Sign Fabrication), Occ. Code 7120185; and Trades Specialist (Mason & Plasterer), Occ. Code 7120150.

Classification standards describing other classes involved in maintenance, repair, and related activities include Maintenance Assistant, Occ. Code 7202000; and Facility Operations Assistant 1, Occ. Code 3010100.

Independence of Operation

Trades Generalists are supervised by higher-level trades positions, such as Trades Supervisor (Carpenter), Maintenance Supervisor 1, 2 or 3, or a program administrator with varied responsibilities, in addition to facilities and equipment maintenance and repair. Generally, work priorities are prescribed, material is furnished, the nature and extent of the work to be performed is given, and detailed plans, diagrams, and specifications are provided. However, a Trades Generalist may be required to work from rough sketches or from oral instructions.

Although the work of a Trades Generalist is inspected periodically by the supervisor, incumbents are expected to work with considerable independence as is typical of a skilled tradesperson.

Communication

The nature of a Trades Generalist's activities generally restricts relationships to employees working within the same organization unit, including skilled tradespersons in other trades. However, incumbents may be expected to orally communicate with administrators and others in an agency or facility on the reasons why work is being accomplished in the manner selected.

Trades Generalists may supervise a maintenance staff. Such relationships are

characterized by frequent oral communications in assigning work and providing instructions. Written and oral communications with the general public are not typical of this class. Although incumbents may have frequent verbal relationships with others, the tasks of this class are predominantly thing-oriented and involvement with others is not a factor in determining its classification.

Supervision Exercised

A Trades Generalist may supervise a subordinate maintenance staff and/or individuals for whom the State has custody or responsibility by making assignments, giving instructions, and observing and inspecting work performed to ensure that instructions have been followed and that the quality of the work is satisfactory.

Minimum Qualifications

Non-competitive: four years of full-time experience in a trade under a skilled tradesperson which would provide training equivalent to that given in a training, apprenticeship, or equivalent program; or an equivalent combination of experience and training gained by completion of technical courses in skilled trades at a school, institute, or branch of the Armed Services.

When required to operate motor vehicles, candidates must possess a valid New York State driver's license appropriate for the type of vehicle to be operated.

Note: Classification Standards illustrate the nature, extent and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all of the work that might be appropriately performed by a class. The minimum qualifications above are those which were required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum qualification requirements for appointment or examination.

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