

Spec. Code: 2585  
Occ. Area: 14  
Work Area: 170  
Prob. Period: 6 mo.  
Last Action: Rev.  
Effective Date: 07/15/07

## **LEAD ELEVATOR MECHANIC**

*Promotional Line: 203*

### Function of Job

Under direct supervision from a designated supervisor, to perform and supervise skilled work involved in the repair and maintenance of elevators, electric motors, and related equipment.

### Characteristic Duties and Responsibilities

1. performs and supervises the inspection, repair, adjustment, and servicing of elevators, conveyors, hoisting machines, and motors, including generators, exciters, voltage regulators, floor selectors, interlocks, limit switches, floor control switches, and buttons
2. performs and supervises the repair or replacement of relay contacts, bearings, brakes, drum sleeves, cables, guide rails, counterweights, buffers, and cable sheaves
3. performs and supervises the cleaning, oiling, and greasing of elevator equipment
4. conducts and supervises performance and acceptance tests of such equipment
5. performs related duties as assigned

### MINIMUM ACCEPTABLE QUALIFICATIONS

#### CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. Experience sufficient to qualify as a journeyman elevator mechanic, with a minimum of five (5) years of training and experience in the trade, three (3) years of which were in service maintenance work
2. Must possess a current Elevator Mechanic's license from the Office of State Fire Marshall in accordance with the Elevator Safety and Regulation Act [ 225 ILCS 312 et.seq.]

#### PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. Ability to service, repair, and maintain elevators and related equipment
2. Ability to analyze and interpret wiring diagrams, charts, detailed drawings and specifications of elevators and related equipment installations and, on this basis, to make repairs and adjustments
3. Supervisory ability