

**SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
CLASSIFICATION STATEMENT**

TITLE: Maintenance Mechanic

DIVISION: Maintenance

DEFINITION:

Under the direction of a Maintenance Supervisor, the Maintenance Mechanic performs a variety of maintenance tasks. The Maintenance Mechanic performs scheduled and unscheduled maintenance, repairs, and major rebuilds to wastewater treatment plant mechanical equipment and related facilities.

CLASS CHARACTERISTICS:

Under general supervision from the Chief Maintenance Mechanic.

EXAMPLE OF ESSENTIAL DUTIES AND RESPONSIBILITIES: *The following are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.*

- Perform a variety of maintenance and manual labor tasks.
- Perform preventive maintenance precision repair, overhaul and installation of operations on mobile and/or stationary equipment.
- Check, test, troubleshoot, service, repair, rebuild, install and align facility pumps, motors, drive units, gas engines, air blowers, air compressors and related mechanical equipment.
- Independently and with assistance disassemble, inspect, determine damage, cause of damage and required parts. Recommend methods of repair.
- Perform routine maintenance oil changes, lubrications, service, check and test pressure and temperature switches, check coupling alignments.
- Store and care for all tools including, but not limited to, dial indicators, micrometers, wrenches, screwdrivers, hammers, power tools, hand drills, drill presses, hand grinders, glass beadars, and torque wrenches.
- Recommend parts for warehousing, tools, and machinery for budget purchases.
- Work efficiently and effectively with all other departments to achieve the most economical and satisfactory resolution to operational concerns.
- Ability to learn certain computer software applications.
- Comply with Agency safety rules and regulations.
- Perform all other related duties as assigned and/or directed.
- Maintain complete and accurate records of work performed.

Additional Responsibilities

- Identify source(s) of existing or potential mechanical problems with systems, techniques, parts and equipment and efficiently work to correct as appropriate, troubleshoot and diagnose engine malfunction.
- Write requests for purchases for review by supervisor.
- Thorough knowledge of power production, engine operational data, gas consumption.
- Inspect and review finished work product; interpret manuals, drawings and diagrams.
- Use precision measuring devices, test instruments and various hand tools.
- Maintain agency cogeneration equipment to ensure proper operations and regulatory compliance.

MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL

FUNCTIONS:

- Minimum of two years hands-on experience in the maintenance, repair, rebuild and service of mechanical equipment, control valves, pumps, motors, tanks and piping systems found in a wastewater treatment plants.
- Knowledge of the following is required: The safe and proper operation of various types of hand and power tools, pick-up trucks, forklifts and similar vehicles; safe shop practices; experience in gas and electrical cutting and welding equipment, troubleshooting, diagnosing and techniques of repairing and rebuilding equipment; ability to effectively communicate in verbal and written form.

Additional Training

- Thorough knowledge of the safe and proper operation of precision measuring devices, test meters and gauges; advance methods of troubleshooting, diagnosing and techniques of repairing and rebuilding equipment; safe shop practices.

OTHER SPECIAL REQUIREMENTS:

- Graduation from high school or an acceptable equivalent.
Certificate(s) from accredited trade schools, technical training, or military training program(s) is desirable.
- Graduation from a college or university with an associate of arts degree. A baccalaureate degree or equivalent is desirable.
- Must possess a valid California Class C driver license in good standing.
Possession of a valid California Commercial driver license in good standing is desirable

PHYSICAL AND MENTAL ABILITIES REQUIRED TO PERFORM ESSENTIAL FUNCTIONS:

- Ability to analyze and categorize data and information in order to determine the relationship of data with reference to established criteria/standards. Ability to compare, count, differentiate, measure assemble, copy, and record and transcribe data and information. Ability to classify, compute and tabulate data.
- Ability to explain, demonstrate and clarify to others within well-established policies, procedures and standards. Ability to follow specific instructions and respond to simple requests from others.
- Ability to communicate effectively orally and in writing with Agency personnel.
- Ability to calculate percentages, fractions, decimals and ratios.
- Ability to use functional reasoning and apply rational judgment in performing diversified work activities.
- Ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against measurable criteria.

- Must be able to pass Agency's pre-employment physical examination.
- Ability to coordinate eyes, hands, feet and limbs in performing movements requiring skill and training, such as assembling equipment.
- Ability to exert effort in strenuous physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing and pulling. Ability to lift and move 50 pounds or more.
- Ability to recognize and identify degrees of similarities or differences between characteristics of colors, shapes, sounds, odors and textures associated with job-related objects, materials and tasks.
- Ability to withstand exposure to inclement weather conditions, working in wet and/or odorous areas.
- Ability to be subject to 24-hour recall, variable working hours, overtime, weekends and

holidays. May be required to perform stand-by duties and respond to plant emergencies

Environmental Adaptability:

Some tasks may risk exposure to temperature variations, sewage, toxic agents/chemicals, noise, machinery, vibrations, electrical currents, wetness and dust.

SOCWA is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Agency will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the employer.

HOW TO APPLY:

This position is open until filled. Please visit www.socwa.com to download an application. Each candidate's background will be evaluated on the basis of information submitted.