

SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

CLASSIFICATION STATEMENT

TITLE: Maintenance Mechanic III

DIVISION: Maintenance

SALARY RANGE: Range 42.5
\$36.77 - \$46.93 hourly
\$6,373.82 - \$8,135.03 monthly

DEFINITION:

Under the direct supervision of the Maintenance Supervisor and O&O Superintendent; coordinate and participate in a variety of mechanical maintenance; overhaul and repair of a wastewater treatment plant and related facilities.

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.*

- Work with, train & may supervise maintenance personnel to perform inspections, checks, tests, services, routine maintenance tasks, repairs and rebuilds to pumps, motors, drive units, valves, chains, belts and related mechanical equipment, tanks, buildings and structures.
- Perform a variety of skilled maintenance tasks.
- Coordinate and perform the preventive maintenance program.
- Prepare purchase requests, compare pricing, order and expedite needed parts and materials.
- Assist in budget preparation with recommendations to include personnel, tools, equipment, contract services, warehoused spare parts and future plant capital expenditures for equipment and required repairs.
- Safely, effectively and efficiently operate and train others to operate agency gas and diesel powered vehicles to include pick-up trucks, dump truck, forklift, front loader, tractor-trailer units and various types of portable equipment.
- Disassemble, inspect, determine damage, cause of damage and required parts and recommend methods of repair.
- Store and properly care for all Agency tools.
- Work efficiently and effectively with all other departments to achieve the most economical and satisfactory resolution to operational concerns.
- Read and interpret plant mechanical piping and distribution plans; instruct and direct assigned personnel in the safe and proper methods of equipment troubleshooting.
- Maintain records of plant equipment use, maintenance and repair records.
- Perform routine maintenance and repairs on portable pumps, welder, electric cards and Agency vehicles.
- Perform all other related duties as assigned and/or directed.

IN ADDITION, MAY BE DESIGNATED Maintenance Mechanic III, Supervisor TO DIRECTLY SUPERVISE Maintenance Mechanics I, II and III.

- **Review time sheets, keep vacation schedule. Review and evaluate the performance of subordinate personnel.**

MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL FUNCTIONS:

- Minimum of three years supervisory experience and a minimum of two years in maintaining, repairing, rebuilding and servicing mechanical equipment, control valves, pumps, motors, tanks and piping systems found in a wastewater treatment plant.
- Thorough knowledge of the safe and proper operation of various types of hand and power tools, gas and electrical cutting and welding equipment, 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.
- Graduation from a college or university with an associate of arts degree. A baccalaureate degree in business administration or equivalent is desirable.
- Must possess a valid California, Class C, driver's license in good standing. May be required to obtain a valid California, Class A, driver's license.

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.

Physical Requirements:

- 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.