

SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

CLASSIFICATION STATEMENT

TITLE: Truck Driver/Maintenance Mechanic II

DEFINITION:

Under the direction of a Maintenance Mechanic III/Supervisor, safely and economically operate Agency tractor-trailers and perform scheduled and unscheduled maintenance and repairs to Agency vehicles. Perform or assist in the checks, testing, repairs and maintenance of the plant equipment, piping, tanks and structures.

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.*

- Operate Agency vehicles requiring special training and licenses including tractor-trailers.
- Perform skilled, semi-skilled and manual labor tasks.
- Schedule and perform major and minor repairs and maintenance tasks to Agency vehicles and equipment to include, but not limited to, cars, trucks, electric carts, grounds maintenance equipment, portable equipment, and tractor-trailers and 24-foot dump trailers.
- Perform routine and special cleanings, washings, servicing, repairs, road calls, inspections and checks to Agency vehicles, portable pumps and equipment.
- Train new drivers in the safe and proper operation of Agency vehicles with added instruction for the tractor-trailer units.
- Safely, efficiently and economically operate Agency cars, trucks and tractor-trailer units on State highways and city streets. Comply with all Agency safety rules and regulations.
- Keep accurate vehicle operating logs, maintenance records and BIT records.
- Assist in the establishment of preventative maintenance tasks for vehicles and portable equipment.
- Recommend vehicle and equipment spare parts for warehousing.
- Contact vendors for specialized vehicle repairs and services.
- Use basic mechanical skills to perform checks, services, repairs, scheduled maintenance, cleaning and troubleshooting problems with treatment plant related equipment.
- Assist other Agency personnel in the removal, repair and reinstallation of valves, meters, motors, pumps, engines and related mechanical equipment.
- Work efficiently and effectively with all other departments to achieve the most economical and satisfactory resolution to operational concerns.
- Perform general building maintenance duties as assigned.

MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL FUNCTIONS:

- Minimum of two years full time driving of tractor-trailer units and/or vehicles with three or more axles; two years hands on experience in the repair, maintenance and troubleshooting of gas and diesel-powered vehicles and/or mechanical equipment.
- Maintenance requirements and practices for gas and diesel-powered vehicles and small engines.

- Ability to Diagnose malfunctions in Agency vehicles and plant mechanical equipment.
- Techniques and maintenance, repair and overhaul of various types of gas and diesel-powered equipment and vehicles.
- Safe shop practices and power tool operation.

OTHER SPECIAL REQUIREMENTS:

- Graduation from high school or an acceptable equivalent.
- Graduation from a college or university with an associate degree or equivalent is desirable.
- Must possess a valid California, Class A and Class C, driver's license in good standing.

PHYSICAL AND MENTAL ABILITIES REQUIRED TO PERFORM ESSENTIAL FUNCTIONS:

Language Ability and Interpersonal Communication:

- 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.