

JOB DESCRIPTION

Water Reclamation Plant Maintenance Technician I (Flex)

Water Reclamation Plant Maintenance Technician II

Code Number: 44009, 44010

GENERAL PURPOSE

Under general supervision, performs a wide variety of entry to skilled, journey-level duties in the installation, maintenance, repair and servicing of mechanical equipment and machinery used in the operation of a large state-of-the-art wastewater reclamation plant; and performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS

Water Reclamation Plant Maintenance Technician I is the skilled entry level class in the series. Initially under close supervision, incumbents learn and perform a variety of semi-skilled and skilled duties in the construction, installation, maintenance, and repair of industrial equipment and machinery used in the operation of a large, state-of-the-art wastewater reclamation plant. Trades areas covered by this class include mechanical maintenance and repair of industrial equipment, components and machinery; plumbing and pipe fitting; welding; and machine tool operation. This class is alternately staffed with Water Reclamation Plant Maintenance Technician II, and incumbents may advance to the higher level after gaining experience and demonstrating proficiency which meet the qualifications for the higher-level class.

Water Reclamation Plant Maintenance Technician II is the experienced/journey level class in the series, fully competent to independently perform duties. This class is distinguished from the lower classification of Water Reclamation Plant Maintenance Technician I by the relative independence with which duties are performed. Water Reclamation Plant Maintenance Technician II is further distinguished from Senior Water Reclamation Plant Maintenance Technician in that the latter serves as either a lead or advanced-journey level in the series.

Employees in this classification are subject to on-call, which may include rotating-duty schedule, weekends and 24-hour emergency call out with little or no notice. Any employee designated to serve on-call who repeatedly refuses to serve on-call, or report for emergencies, shall be subject to disciplinary action up to and including discharge.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the class.

Performs a variety of entry to skilled, journey-level duties involved in the inspection, diagnosis, troubleshooting, maintenance, repair and servicing of treatment plant equipment, components, facilities and machinery such as pipes, tubes, rods, seals, shafts, stuffing boxes, gears, motors, bearings, couplings, belt pressers, chemical storage and feed systems, valves, and pumps (vertical turbine, submersible, split case horizontal, electrical, natural gas, diesel, right angle, etc.); tests and monitors equipment and machinery for vibration, bearing temperature and output capacity.

Repairs and maintains settling basin machinery, cross-connections, mixers and hydraulic gates.

Plans and lays out work from instructions and/or work orders, using blueprints, sketches, and drawings.

Operates dump trucks, boom trucks, forklifts, compressors, cranes, jackhammers, portable and stationary generators, steam cleaners, pneumatic, hydraulic and electric tools, and related tools and equipment.

Installs, replaces and repairs chlorine storage, feed and distribution system components such as storage tanks, evaporators, chlorinators, lines and valves, and eductor or injector pumps.

Responds to emergency leaks in chemical feed systems and makes emergency repairs to storage tanks and feeders.

Coordinates activities with other sections and divisions.

Ensures the timely and accurate completion of preventive maintenance activities.

Requisitions necessary tools, equipment and supplies.

Researches new operational methods, techniques and equipment and recommends their application.

Plans and lays out jobs from blueprints, drawings, sketches or verbal instructions; maintains records in the form of blueprints, plans and specifications for industrial and waterworks equipment and machinery.

Designs and fabricates a variety of brackets, supports and other metal structures, using torches, welding equipment and other fabricating equipment.

Responds to emergency situations as necessary.

May assist in training or instructing others in the work; may lead the work of others as a project leader.

Performs related duties as assigned.

DESIRED MINIMUM QUALIFICATIONS

Knowledge of:

Principles, methods, techniques, tools and equipment used in the installation, maintenance and repair of mechanical equipment and machinery common to large state-of-the-art wastewater reclamation plant; machine shop procedures and practices; safety practices, safe work methods and safety regulations pertaining to the trade; shop mathematics; use and operation of oxyacetylene and electric arc welding equipment and materials; relevant state and federal regulations; computer applications related to the work; codes, ordinances and regulations pertaining to the trade.

Ability to:

Diagnose and repair a wide variety of mechanical equipment, systems and machinery, such as valves, motors, pumps and other equipment common to the waterworks field; use precision and diagnostic instruments to measure required tolerances of mechanical parts; operate a pump installing rig; arc weld and oxygen-acetylene cut; identify and implement effective courses of action to complete assigned work; read and interpret plans, specifications, and manuals; exercise independent judgment within established guidelines; establish and maintain effective working relationships with those contacted in the course of the work; coordinate work assignments with other sections, divisions or departments; follow and apply written and oral work instructions; communicate effectively, orally and in writing.

Training and Experience:

A typical way of obtaining the knowledge, skills and abilities outlined above is graduation from high school, or G.E.D. equivalent; and two years of journey-level experience in the installation, maintenance and repair of pumping equipment, including valves, pumps and motors; or an equivalent combination of training and experience.

A Water Reclamation Plant Maintenance Technician I may be considered for advancement to Water Reclamation Plant Maintenance Technician II after demonstrating proficiency to perform the full range of duties of the latter class.

Typically, a Water Reclamation Plant Maintenance Technician I is expected to meet the proficiency criteria within a 6-24 month period, depending on an individual's prior experience and progression in performing the full range of Water Reclamation Plant Maintenance Technician II duties as described in the established performance criteria.

Licenses; Certificates; Special Requirements:

A valid California driver's license, and the ability to maintain insurability under the District's Vehicle Insurance Policy.

A Mechanical Technologist Grade I certification is required in order to flex to Water Reclamation Plant Maintenance Technician II for all employees hired into this classification after 01/01/2010.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools or controls; and reach with hands and arms. The employee frequently is required to stand and talk or hear; and walk or sit. The employee is frequently required to climb or balance; stoop, kneel, crouch or crawl; and smell.

The employee must regularly lift and/or move up to 50 pounds and frequently over 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

Mental Demands

While performing the duties of this class, the incumbent is regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; use shop mathematics; observe and interpret situations; deal with changing, intensive deadlines; and interact with officials and the public.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee frequently works outside in a wide range of weather conditions, near moving mechanical parts, and on slippery and uneven surfaces. Employees may, at times, be required to wear appropriate personal protective equipment including respiratory protection while performing work in environments that could have the potential to contain wet or humid conditions, vapors or particulates, hazardous chemicals, and the risk of electric shock. The noise level in the work environment is frequently loud.

Employees may, at times, be required to wear confined space breathing apparatus.

FLEX REQUIREMENTS

Water Reclamation Plant Maintenance Technician I (Flex)

Water Reclamation Plant Maintenance Technician II

LENGTH OF TIME REQUIRED

A Water Reclamation Plant Maintenance Technician I may advance or flex to the Water Reclamation Plant Maintenance Technician II class after **6-24 months** of experience in the former class.

PERFORMANCE RATING

The incumbents must receive an overall performance rating of "Meets Expectations" or better on their most recent annual performance evaluation in order to flex to the higher class.

COMMENTS

The Water Reclamation Plant Maintenance Technician I must also demonstrate proficiency to perform the full range of duties as described in the Water Reclamation Plant Maintenance Technician I/II job description. This includes demonstrating adequate welding skills, the ability to rebuild pumps, maintain belt press and chlorination equipment, and knowledge of electrical systems. Incumbents must also demonstrate the ability to access and maintain accurate records pertaining to equipment maintenance and repairs.

Mechanical Technologist Grade I certification is required in order to flex for all employees hired into this classification after 01/01/2010.