



Maintenance Mechanic

WS/40

Water System

Paygrade 14

FLSA Non Exempt

Adopted BOC Proposed 1/28/20

JOB SUMMARY

The purpose of this position is to provide preventative and corrective mechanical maintenance to the water and wastewater treatment facilities, including treatment plants, dams, and pumping stations. This includes preventive maintenance service and repairs to pumps, motors and gearboxes. A knowledge of welding, rigging, millwrighting, and use of shop tools is needed to perform these job functions. Required to rotate and serve on-call duty. Maintenance Mechanics have a role in using and maintaining the information provided by a CMMS.

MAJOR DUTIES

- Performs corrective maintenance by repairing equipment, piping, and facility components; welding equipment; calibrating equipment; and rebuilding a variety of pumps. Responds to repairs via the CMMS order system and to emergency breakdowns and inclement weather situations that cause malfunctions.
- Performs preventative maintenance such as lubrication of bearings, drive chains, change oil in the gear reducers. Also check tolerance for impeller clearances and adjust pump packing. Equipment checks as per the CMMS schedule and inspections.
- Manages equipment availability by maintaining inventory of critical repair parts to minimize downtime; obtaining quotes for equipment and parts; and submitting quotes for review by management staff.
- Ensures effective facility operations and maintenance by cleaning work areas; removing chemical spills; and identifying and correcting safety concerns in the plant.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of water treatment process equipment used in these facilities.
- Knowledge of maintenance activities required for mechanical equipment and includes routine electrical activities associated with mechanical maintenance including unwiring and wiring motors, and checking rotation on equipment up to and including 480v service.

- Knowledge of safety management and safety programs applicable to the plant environment including lock out/tag out, confined space, ladder safety, respirator and emergency evacuation training, etc.
- Skill in interpersonal relations.
- Skill in maintaining records and preparing reports, including the use of CMMS for maintenance activities.
- Skill in problem solving.
- Skill in oral and written communication.

SUPERVISORY CONTROLS

The Treatment Plant Supervisor and/or Maintenance Team Leader assigns work in terms of general instructions. The supervisor or team leader spot-checks completed work for accuracy, compliance procedures, and the nature and propriety of the final results.

GUIDELINES

Guidelines include the plant permit, relevant state and local codes, industrial safety standards, and county and department policies and procedures. The mechanic will seek advice on interpretation of these guidelines from the Plant Supervisor or Maintenance Team Leader.

COMPLEXITY/SCOPE OF WORK

- The work consists of varied technical duties. Complex electrical troubleshooting contributes to the complexity of the position.
- The purpose of this position is to deliver appropriate electrical maintenance in a safe and effective manner. Successful performance contributes to a safe and efficient plant operation.

CONTACTS

- Contacts are typically with co-workers, other county employees, and vendors.
- Contacts are typically to give or exchange technical or business information.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed on the job site or workbenches while intermittently sitting, standing, walking, bending, crouching, or stooping. The employee uses tools or equipment requiring a high degree of dexterity and distinguishes between shades of color.
- The work is typically performed in a combination of environments including within the treatment areas of the plant, outside, and in an office.
- The work will require the use of appropriate personal protective equipment related to plant operation

and maintenance.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None

MINIMUM QUALIFICATIONS

- Work requires knowledge of a specific vocational or technical nature which may be obtained with a two-year associate's degree, diploma or equivalent from a college, technical, or vocational school. Years of experience may substitute for education.
- Three or more years of related experience as a Maintenance Mechanic. Water Utility experience is preferred.
- Valid GA Class C Driver's license.