

CLASS TITLE: MAINTENANCE MECHANIC I

PURPOSE OF THE CLASSIFICATION: Under general supervision responsible for semiskilled to skilled maintenance work involving the operation, installation and maintenance of various mechanical systems, including HVAC, plumbing, filtration, electrical and irrigation systems and related facilities as applicable, and other related assigned duties.

ESSENTIAL TASKS:

- Performs semiskilled to skilled pipe fitting, welding, carpentry, electrical, plumbing, and painting required in the maintenance of public facilities and services
- Performs electrical, plumbing, carpentry and mechanical repairs
- Scrapes, strips, sands, putties, primes, paints, stains, varnishes, plasters, drywalls and glazes in some positions
- Acts as a working lead person over a small group of workers engaged in various construction and repair activities
- Services lighting systems
- Operates and maintains HVAC control system
- Operates and maintains computerized chemical monitoring and injection systems
- Performs repair activities on water lines, drainage lines, conveyor equipment, concrete and asphalt areas, pumping equipment, motors and other specialty trade work
- Maintains, repairs and operates a variety of automotive equipment, hand tools and some heavy equipment common to the skilled trades
- Repairs door closures and locks
- Cleans and maintains building, building grounds and work areas
- Locates water leaks using various types of equipment
- Repairs water meter leaks
- Performs water sample testing
- Turns customer service on and off
- Operates fire hydrants
- Reads and interprets water atlas
- Maintains lift station facilities
- Cleans wet wells and debris basket
- Troubleshoots and repairs motors, pumps, fences and other lift station equipment
- Must report to work on a regular and timely basis

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

QUALIFICATIONS:

Training and Experience: Graduation from high school or possession of a General Educational Development Certificate (GED), and three (3) years of work experience in construction and maintenance work; some positions within this classification require training in the operation of HVAC, plumbing, filtration, electrical and irrigation systems and control methods and at least one (1) year of operating experience; or an equivalent combination of training and experience per Personnel Policies and Procedures, Section 128. Refer to the Mechanical Utility Worker progression criterion document for additional requirements.

Employee will be eligible for a one step increase upon obtaining an Unlimited Electrical Journeyman license, a Journeyman Plumber license, or an Unlimited Mechanical Journeyman license and one year of employment in the position.

Knowledge, Abilities, and Skills: Good knowledge of the materials, methods, tools and techniques commonly used in the repair and maintenance of various public facilities and services; good knowledge of general plumbing, filtration, electrical, HVAC, irrigation and building maintenance work; good knowledge of the hazards and safety precautions of the work; some knowledge of computer operations to effect communications and work order systems; and some knowledge of chemistry and water quality issues. Ability to lead a small crew performing a variety of maintenance or construction tasks; ability to read and

follow written instructions; ability to understand and follow verbal instructions; and the ability to courteously and tactfully communicate with fellow workers, supervisors, other members of the organization, and the public in giving and receiving information.

Physical Requirements: Physical requirements include frequent walking and standing; frequent lifts/carries up to 20 pounds with occasional lifting up to 80 pounds; occasionally carries/lifts up to 80 pounds; constantly lifts/carries up to 10 pounds; occasional pulling up to 10 pounds; frequent balancing, kneeling, bending, handling, feeling, climbing, smelling and twisting; occasional crawling and reaching; and vision, speech and hearing sufficient to perform essential tasks.

Licenses and Certificates: Some positions within this classification may require: possession of a valid Class "D" Operator's License, a valid Class "A" Commercial Driver's License (CDL) with "X" endorsement and a 3rd Class Stationary Engineer License; and some positions within this classification require Certified Pool Operator Certification.

WORKING ENVIRONMENT: Working environment is either primarily outdoors or indoors depending on the position. May be exposed to the following: hazardous materials, cramped work areas, excessive dust, weather/temperature extremes, underground gas/electric/petroleum lines, cutting/chipping/grinding, sewage, damp/wet surfaces, snow/ice covered surfaces, insect bites, snake bites, poisonous plants, overhead power lines, toxic fumes/vapors/odors, compressed gases and high noise areas.

Class Code: 8514

EEO Code: N-07

Pay Grade: LT-16

Group: Labor and Trades

Series: Equipment and Plant Management

Effective date: February 24, 2016