

DEPARTMENT: ALL APPLICABLE
CLASSIFICATION: COMPETITIVE
APPROVED: MAY 28, 2024

WATER AND WASTEWATER TREATMENT PLANT MECHANIC/TRAINEE

This is a trainee position in the competitive class for which candidates are selected based on general intelligence, working knowledge of common practices, tools, motorized equipment, terminology, and mechanical aptitude. The term of the traineeship is limited to three (3) years. If the trainee fails, refuses to pursue, or does not continue such training or technical courses satisfactorily to qualify for the Water and Wastewater Treatment Plant Mechanic position within this three (3) year traineeship, his/her employment will be discontinued. Trainees who qualify through civil service for the position of Water and Wastewater Treatment Plant Mechanic, automatically will be promoted to the position Water and Wastewater Treatment Plant Mechanic and will not be required to complete the full three (3) year traineeship. A civil service exam may be required in order gain permanent status as a Mechanic.

DISTINGUISHING FEATURES OF THE CLASS: This is a trainee position involving responsibility for learning the duties and routines involved in the maintenance and repair on water and/or wastewater machinery and equipment. Typical work activities will vary based upon the type of treatment plant an employee is assigned. The incumbent receives on-the-job training and assists with maintaining a water and wastewater treatment plant. The work is performed under the immediate supervision of qualified maintenance personnel. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Performs assignments, studies, observes, and learns the techniques of maintenance of a water and wastewater treatment plant, machinery, and equipment;
2. Studies, observes, learns, and ultimately performs and assists in a wide variety of preventative and corrective maintenance to pumps, valves, filters and piping, conveyors, compressors, heating and ventilating equipment and other pneumatic, hydraulic, and electrical equipment and controls;
2. Assists and observes the inspections, lubrications, and performance of preventative maintenance of plant equipment and controls;
3. Assists and learns the installation of new and replacement equipment;
4. Assists and learns the cutting, threading, and installation of various size pipe;
5. Performs a variety of painting, carpentry, and plumbing tasks;
6. Assists and learns welding, cutting, brazing, and fabrication of pipe supports, bridgework and other types of structures and equipment;
7. Performs a variety of other building and grounds maintenance tasks;
8. Requisitions parts and maintenance supplies when needed;
9. Recommends improvements to plant equipment and maintenance procedures;
10. Assists in preparation of preventative maintenance and repair reports and schedules.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Working knowledge of the operation, maintenance and repair of pumps, valves, piping, compressors and other pneumatic, hydraulic and electrical equipment and controls; working knowledge of the common practices, tools, terminology and safety precautions of one or more of the mechanical trades; good mechanical aptitude and ability to learn the skills required for performance of repairs and maintenance activities; ability to understand and follow oral and written instructions; initiative and resourcefulness in solving mechanical problems; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of an equivalency diploma **and** one (1) year of paid experience in a field requiring the demonstration of mechanical aptitude and working knowledge of common motorized equipment maintenance/repair practices, terminology, and tools.

NOTE: Part-time experience will be pro-rated.