

**DEPARTMENT:** TOWNS & VILLAGES  
**CLASSIFICATION:** COMPETITIVE  
**APPROVED:** JANUARY 17, 2025

**WATER & WASTEWATER OPERATIONS & MAINTENANCE MECHANIC**

**DISTINGUISHING FEATURES OF THE CLASS:** The incumbent performs preventive maintenance and repair on water and/or wastewater machinery and equipment. The incumbent is also responsible for the upkeep of operations and maintenance on water and/or wastewater systems. The work is performed under the direct supervision of higher level maintenance personnel. Does related work as required.

**TYPICAL WORK ACTIVITIES:**

1. Performs a wide variety of preventive and corrective maintenance to pumps, valves, filters and piping, compressors, heating and ventilating equipment and other pneumatic, hydraulic and electrical equipment and controls;
2. Conducts the inspections, lubrications and performs preventive maintenance of pump station controls and equipment;
3. Installs new equipment and replacement equipment;
4. Cuts, threads and installs pipe of various sizes;
5. Performs a variety of other building and grounds maintenance tasks;
6. Requisitions parts and maintenance supplies when needed;
9. Recommends improvements to pump station equipment and maintenance procedures;
10. Prepares preventive maintenance and repair reports and schedules.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Good 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; skill in the performance of repair and maintenance activities; ability to work from plans, specifications and rough sketches; ability to understand and follow oral and written instructions; initiative and resourcefulness in solving mechanical problems; willingness to work under disagreeable conditions including foul odors, dirt, and inclement weather; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of an equivalency diploma and four (4) years of experience in the operations, maintenance, and repair of water and/or wastewater system equipment or similar pneumatic, hydraulic or mechanical repairs.

**SPECIAL REQUIREMENTS:**

Possession of a New York State Grade "D" Water Distribution System Operator Certification at time of appointment and for the duration of employment.