

City of  
**EDMONDS**  
Washington

**WWTP MECHANIC**

<b>Department:</b>	Public Works – WWTP Maintenance	<b>Pay Grade:</b>	<b>J</b>
<b>Bargaining Unit:</b>	Teamsters	<b>FLSA Status:</b>	Non Exempt
<b>Revised Date:</b>	June 2013	<b>Reports To:</b>	WWTP Supervisor

**POSITION PURPOSE:** Under general supervision, the WWTP Mechanic I position performs a variety of journey-level work in the maintenance, troubleshooting, repair and replacement of a wide variety of mechanical and electrical equipment used in the operation of the City’s wastewater treatment plant. Work assignments are received via work orders, email or written log and require the incumbent to understand, investigate and determine the appropriate procedures to follow to complete the work. This position works independently with little or no direct supervision. Evaluates and troubleshoots equipment and systems to determine appropriate repairs. Work is reviewed in progress and upon completion for compliance with instructions and work standards.

**ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:**

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Performs a variety of custodial and grounds work, cleans and maintains work areas and restroom facilities and performs related work as assigned.
- Independently performs routine preventative maintenance on plant equipment; greases equipment, checks and replaces belts, filters and other related accessories and performs laser alignment and takes vibration reading on rotating equipment as necessary.
- Performs a variety of journey-level work in the maintenance, troubleshooting, repair and replacement and equipment upgrades of a wide variety of mechanical and electrical equipment utilized in the operation of the City’s wastewater treatment plant.
- Inspects, adjusts repairs and replaces mechanical equipment and related parts, troubleshoots equipment malfunctions; researches manufacturer records and specifications to determine proper performance and operation standards.
- Operates and maintains a variety of specialty equipment, including: diagnostic instruments and specialized tools, welder, saws, rigging and lifting equipment, lathe, forklift and others.
- Prepares and maintains a variety of records and logs, including maintenance data, pump repair reports, vibration analysis reports, work orders, schedules and other related records; and submits to appropriate personnel for review as required.
- Operates and maintain a variety of hand and power tools and equipment; drives a vehicle to local vendors to pick up and deliver parts and equipment.
- May be required to work various shifts and respond to emergencies.

**Required Knowledge of:**

- Basic treatment plant equipment maintenance and repair.
- Operation and use of hand and power tools and equipment.

## **JOB DESCRIPTION**

### **WWTP Mechanic**

- Operation and repair of electric motors, hydraulic systems, chemical feed systems, pumps, valves, filter assorted pumps, belt press, valves, hydraulic systems and incinerators.
- Materials, methods and tools used in the operation and repair of electro/mechanical systems.
- Requirements of maintaining buildings and facilities in good repair.
- Methods and practices of preventive maintenance, troubleshooting and equipment malfunction diagnosis.
- Health and safety regulations and procedures, including safe work practices with high voltage equipment.
- Methods and practices utilized in a variety of the maintenance trades, including: pipefitting, carpentry, masonry, welding and painting, and use of rigging, cranes and other lifting apparatus.
- Effective oral and written communication principles and practices.

#### **Required Skill in:**

- Performing a variety of journey-level work in the maintenance, troubleshooting, and repair of the City's wastewater treatment plant.
- Performing a variety of custodial and grounds work.
- Operating tools and equipment used in general maintenance work.
- Learning department program goals and objectives.
- Observing health and safety regulations.
- Observing safe driving practices.
- Following oral and written instructions.
- Welding a variety of materials, metals and plastics
- Communicating effectively both verbally and in writing.
- Establishing and maintaining cooperative and effective working relationships with others

#### **MINIMUM QUALIFICATIONS:**

##### **Education and Experience:**

A High School Diploma/GED Certificate and two years of mechanical maintenance, electrical or millwright experience related to wastewater treatment plants or similar; OR an equivalent combination of education, training and experience

##### **Required Licenses or Certifications:**

A Valid State of Washington Driver's License.

Valid CPR, First Aid, AED, and Bloodborne Pathogen Cards.

Forklift Operators License within six month of hire.

Must be able to successfully completes and pass a background check

Mandatory drug test subject to conditional job offer.

#### **WORKING CONDITIONS:**

##### **Environment:**

- Exposure to extreme temperatures and adverse weather conditions.
- Driving a vehicle to conduct work.
- Working in a confined or classified space.

##### **Physical Abilities:**

- Hearing, speaking or otherwise communicating to exchange information in person or on the phone.

**JOB DESCRIPTION**  
**WWTP Mechanic**

- Operating a variety of grounds equipment and power and hand tools.
- Operating a computer keyboard or other office equipment.
- Reading a variety of materials and instruments and possess close vision, far vision, side vision, depth perception, night vision and color vision.
- Ascending/descending ladders.
- Lifting/ carrying or otherwise moving or transporting heavy objects frequently up to 50lbs.
- Sitting/standing or otherwise remaining in a stationary position for extended periods of time.
- Walking or otherwise moving over rough or uneven surfaces while performing inspections and investigations.
- Performing repetitive motions, including: balancing, stooping, kneeling, bending, crouching, crawling, reaching overhead, above the shoulders and horizontally, and standing, pushing, pulling and using stairs.
- Working in tight spaces.
- Ability to wear appropriate personal protective equipment based on required City Policy.

**Hazards:**

- Exposure to chemicals, used in Wastewater treatment such as: Sodium Hypochlorite, Caustic Soda, Bisulfate, Polymers, Clay, Lime and Carbon.
- Exposure to raw and treated sewage, odors associated with sewage treatment, high heat and moving equipment.
- Exposure to cleaning chemicals, herbicides and dust.
- Working at heights using ladders and structures.
- Working around and with sometimes noisy machinery having moving parts.
- Exposure to slippery surfaces, damp spaces while cleaning in and around equipment.
- Exposure to electrical power supply and high voltage.

**Incumbent Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Department Head:** \_\_\_\_\_

**Date:** \_\_\_\_\_