

MAJOR FUNCTION

This is entry level, manual labor in the construction and maintenance activities of wastewater facilities, systems and equipment. Over a designated period, incumbents have the opportunity to acquire the knowledge, mechanical skill, and experience necessary for progression to Wastewater Treatment Mechanic II. Positions allocated to this classification report to a designated supervisor and work under direct observation and supervision. Work in this class is distinguished from that of higher classes by its lack of requirement for technical skills and its emphasis on learning wastewater treatment construction, operation and maintenance activities. Over a designated period, training and work assignments become more complex, and incumbents must satisfactorily demonstrate the higher-level knowledge, abilities and skills acquired.

ESSENTIAL AND OTHER IMPORTANT DUTIES**Essential Duties**

Performs the heavy and unskilled manual labor on wastewater equipment needed to support the work of higher-level mechanics engaged in installation, maintenance and repair of the wastewater treatment facilities, systems and equipment. Uses hand tools, pneumatic tools, and other manual wastewater equipment, as directed. Monitors equipment to identify maintenance needs. Cleans, maintains, and stores tools on trucks and trailers. Assists in repairs to piping, equipment installation and removal associated with wastewater treatment maintenance. Operates and maintains crew trucks, pickup trucks, and other basic motorized equipment used for the maintenance of wastewater treatment facilities, systems and equipment. Attends training designed to provide the knowledge, skills and abilities in Asset Management Program, Environmental Management System, Safety and OSHA Standards. Demonstrates mastery of knowledge, skills and abilities acquired through classroom and on-the-job training, as required. Responds under emergency conditions and performs as assigned. May be required to work, as assigned, after normal working hours on-call and/or standby. Performs basic computer functions to complete timesheets, emails, and work details on work orders. Performs related work as required.

Other Important Duties

Performs manual labor for work site clean-up, seeding, mulching, and re-sodding of disturbed construction areas. Performs general cleaning in shop, vehicle and building areas. Attends non-job specific training and continuing education sessions provided by the City organization. Performs other related work as required.

DESIRABLE QUALIFICATIONS**Knowledge, Skills and Abilities**

Knowledge of tools and equipment used in maintenance, repair or construction work. Knowledge of plumbing. Skill in performing manual tasks. Ability to learn water and/or wastewater maintenance and construction. Ability to work effectively with co-workers and the public. Ability to use respiratory protection equipment in compliance with OSHA regulations. Ability to safely perform heavy lifting, pushing, pulling, climbing, standing, squatting, and use of all manual and electric tools required to complete all work assignments. Ability to work in an environment that may include extreme heat and confined areas, hazardous conditions, noxious chemicals, and exposure to prolonged high noise levels requiring the use of personal protective equipment. Ability to perform tasks outdoors under varying climatic conditions. Ability to use a computer and the related programs and applications necessary for successful job performance.

Minimum Training and Experience

Possession of a high school diploma or an equivalent recognized certificate.

Preference may be given to applicants with at least one year of mechanical experience that includes installation and/or repair of mechanical pumps, motors, blowers, gear boxes or similar equipment, or a Millwright Industrial Mechanic (Levels I & II) Certification from an accredited institution.

Necessary Special Requirements

Must possess a valid Class E State driver's license at the time of appointment and obtain a commercial learner's permit (CLP) within three (3) months from the date of appointment, as a condition of employment. Obtain a Class "A" State Commercial Driver's License (CDL) with required endorsement(s) within nine (9) months from the date of appointment, as a condition of continued employment. It is a requirement the employee register with the Federal Motor Carrier Safety Administration Drug and Alcohol Clearinghouse.

Note: Individuals hired into this job class after December 26, 2015, must attend and pass the internal training courses, including Industrial Millwright Level I if not already completed and examinations designated for the Wastewater Treatment Mechanic I job class and satisfactorily demonstrate the knowledge, skills, abilities and proficiencies acquired through classroom and on-the-job training within 24 months of hire into the job class, as a condition of continued employment.

Established: 12-26-15

Revised: 07-19-19

08-25-22

06-17-25