

WASTEWATER TREATMENT MECHANIC 5614

TASK LIST

Maintenance & Repair

1. Inspects, troubleshoots, and repairs a wide variety of electric, steam, and gas-powered equipment and auxiliaries, including but not limited to: induced draft blowers, centrifuges, combustion equipment, pneumatic and belt conveyors, auxiliary equipment on high-pressure boilers, compressors, low-pressure steam systems, centrifugal pumps, diesel engines, screening equipment, sedimentation tank equipment, vertical turbine pumps, and filtration equipment, in order to ensure that all equipment is working properly.
2. Overhauls heavy machinery and equipment, such as centrifugal pumps, centrifuges, compressors, bar screens, clarifiers, positive displacement pumps, gear boxes and blowers, by disassembling, reassembling and repairing the heavy machinery and equipment in order to verify operational status of equipment.
3. Sets rigging, such as slings, shackles, chain falls and pulleys, in order to safely install and move heavy wastewater equipment, such as pumps and motors.
4. Aligns and sets equipment, such as motor to pump, motor to compressor, and motor to gear box, in order to ensure the efficiency and longevity of equipment.
5. Operates a variety of hand and power-driven equipment and tools, such as impact wrenches, power drills, grinders, reciprocating saws, wrenches and aligning tools, in order to repair wastewater equipment.
6. Troubleshoots mechanical problems with equipment by inspecting, running, and testing equipment, in order to complete a repair in response to a work request.
7. Analyzes and interprets equipment logs for instruments, such as gauges, control panels, and human machine interfaces (HMIs), in order to troubleshoot and/or identify that equipment is operating within parameters.
8. Ensures that materials and supplies are available for upcoming assignments by researching available asset and material information using the City's asset management systems.
9. Documents job status in writing by updating work orders with equipment run times, parts used and replaced, and repairs made in order to properly track maintenance of equipment.
10. Reads and interprets written guides, including blueprints, plans and instructions, in order to prepare for various jobs and/or reference them while completing a job.

Safety

11. Determines proper work methods for self and crew, such as appropriate manpower, necessary supporting trade workers and following established lockout procedures for various jobs, including job preparation, rigging, lifting, preventative maintenance and corrective repairs, in order to ensure that tasks are completed safely and efficiently.
12. Follows and enforces job-related safety standards and procedures, such as wearing necessary personal protective equipment (PPE) and attending all necessary trainings within the specified timeframe, in order to ensure that self and others are safely performing job requirements.
13. Responds to emergency situations and conditions, such as catastrophic flooding, unforeseen equipment failure and spills, by analyzing conditions, adopting a quick and effective course of action, and communicating with team members in order to safely resolve the problem.

Communication

14. Communicates with immediate supervisor, operations, other departments and mechanical helpers in person, on the phone and in writing in order to provide updates on the status of a job, coordinate work, and delegate responsibilities.
15. Makes sound recommendations to supervisor about the repair procedures, tools needed, supplies that need to be ordered and specifications of wastewater treatment equipment, in order to complete their assignments.

Lead Work

16. Serves as lead over a small crew of employees engaged in maintaining, overhauling, and assembling a wide variety of equipment in order to ensure work is completed safely and correctly.
17. Leads other employees by training, setting an example, motivating, sharing proper procedures and mentoring in order to create a safe and efficient work environment.
18. Plans job assignments and evaluates the completed work and work in progress of mechanical helpers, including by prioritizing, scheduling and inspecting work in order to ensure sufficient and quality completion of assigned tasks.