



ORGANIZATION: City of Lincoln City
JOB TITLE: Pump Station Mechanic I
FLSA STATUS: Non-Exempt, Grade 7
UNION: AFSCME
UPDATED: September 2019

PURPOSE OF POSITION: Perform a variety of manual and semi-skilled tasks (that do not require State licensure) to operate, install and maintain the pump stations, systems and motors in the City's wastewater collections system. Back-up the Wastewater Collections team as needed.

ESSENTIAL JOB FUNCTIONS:

Apply mechanical and electrical skills in a wastewater collections environment. Learn to maintain and repair pumps for sewage collection and machinery used in the wastewater collection system. Learn to diagnose and trouble shoot electrical components of the wastewater collection system. Within capabilities, maintain and repair pumps and machinery, trouble shoot and isolate problems in malfunctioning equipment, including motors, pumping equipment, piping and electrical control systems.

Perform scheduled system maintenance. Order parts and maintain bench stock.

Record DMS information according to established guidelines. Prepare written reports and maintain work and equipment records.

Maintain auxiliary power generating diesel and natural gas units for emergency operation.

In a back-up capacity, assist with installation, maintenance, inspection and repair of the sanitary sewer system, including: cleaning the sanitary sewer collection lines; removing debris; installation, inspection and repair of manholes; installation and removal of flow monitoring equipment; mowing vegetation; inspection and maintenance of pump stations and lift facilities, inspecting grease traps and receptors at local restaurants and performing traffic control. Perform utility locates daily, including y reading maps.

Back up the crew as needed by safely operating various equipment used in the construction and maintenance of a sanitary sewer system, e.g. dump truck, loader, backhoe, vactor, compactors, shoring jacks and trench shields, compressors, mower, jack hammer, chain saw, remote television inspection equipment, portable diesel generators, etc. to complete assigned work.

Perform operator vehicle and equipment maintenance, such as conducting pre- and post-operation checks, maintaining proper fluid levels, cleaning, etc. Adhere to established maintenance schedules.

Use and operate flagging equipment to control traffic in vicinity of public works crews.

Perform general cleanup and minor maintenance to facilities as directed.

Use the City's e-mail system to engage in appropriate and professional communications internally and externally as needed to perform job duties.

Maintain professional, respectful and cooperative working relationships with City staff, other organizations and the public.

Follow all safety rules and procedures for work areas.

Other related duties as assigned.

AUXILIARY JOB FUNCTIONS: Assist in operation and repairs at wastewater treatment facility as needed. Provide assistance to other staff as workload and staffing levels dictate. Maintain proficiency by attending training and meetings, reading materials, and meeting with others in areas of responsibility. Maintain work areas in a clean and orderly manner.

JOB QUALIFICATION REQUIREMENTS:

MANDATORY REQUIREMENTS: High school education or equivalent or at least two years of previous experience as a maintenance mechanic in a commercial or industrial setting with a working knowledge of electrical principals or specialized training or education in electrical, mechanical or wastewater fields with at least one year of experience using that training or one year of pump station mechanic experience in a wastewater collections environment or any satisfactory combination of experience and training which demonstrates the knowledge, skills and abilities to perform the above duties. General knowledge of assessment, repair and rebuild methods for motorized and other equipment such as pumps, gear boxes, electrical and mechanical control systems and ability to perform these duties. The ability to conduct electrical measurements, diagnose, and troubleshoot electrical problems. Knowledge of and experience using the vehicles, tools and equipment needed to perform these duties as well as knowledge of equipment servicing, practices, methods, hazards and safety precautions. The ability to troubleshoot using blueprints, sketches, plans and specifications.

SPECIAL REQUIREMENTS/LICENSES: Possession of Level I Wastewater Collection certificate or the ability to obtain this certification within eighteen months (18) of appointment. Possession of a Flagger/Work Zone Traffic Control certificate, a valid Oregon Drivers License and Class "A" Commercial Driver's License with tanker endorsement and current CPR/First Aid card or the ability to maintain these within six months of appointment. Must be able to respond onsite to an emergency within thirty minutes.

DESIRABLE REQUIREMENTS: Limited Maintenance Electricians (LME) License, Maintenance Technology Certification or any equivalent training or certification. Relevant college degree. Previous experience working for a municipality.

PHYSICAL DEMANDS OF POSITION: While performing the duties of this position, the employee is frequently required to stand, sit, bend, climb, twist, stoop, push, pull, balance, communicate, reach and manipulate objects, tools or controls. The position requires mobility and visual acuity. Many duties are physically demanding. Movement of materials weighing up to 90 pounds may consume up to 15% of the work period and occur daily. Activity and types of duties performed require manual dexterity and coordination are required over 50% of the work period.

WORKING CONDITIONS: The majority of work takes place outside of buildings with exposure to all types of weather conditions and on a year-round basis, biohazards, electrical energy, traffic, dirt, oil, grease, fumes, noise and chemicals. Entry into confined spaces is required with exposure to inert gases and various atmospheric conditions. Position is subject to emergency on-call response after normal duty hours on a rotational basis. May require working weekends and holidays. Must be able to act as an Emergency Responder.

SUPERVISORY RESPONSIBILITIES: Supervision is not a typical function assigned to this position.

SUPERVISION RECEIVED: Works under the general supervision of the Wastewater Collections Supervisor.