



ORGANIZATION: City of Lincoln City
JOB TITLE: Pump Station Mechanic II
FLSA STATUS: Non-Exempt, Grade 9
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 and motors in the City's wastewater collection system.

ESSENTIAL JOB FUNCTIONS:

Maintain and repair pumps for sewage collection and machinery used in the wastewater collection system. Within capabilities, troubleshoot and isolate problems in malfunctioning equipment, including motors, pumping equipment, piping, and electrical control systems.

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

Perform scheduled system maintenance.

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

Perform duties listed in the Wastewater Operator II job description as needed and 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, productive and cooperative working relationships with City staff, other organizations and the public.

Follow all safety rules and procedures for work areas. Correct and/or report unsafe conditions to appropriate personnel.

Other related duties as assigned.

AUXILIARY JOB FUNCTIONS: Assist in operation and repairs at wastewater treatment facility as necessary. Install flow tubes and monitor flow. Retrieve data, graph flow and print reports on system operation. 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: Equivalent to a High School education and three years training or experience in a related field, or any satisfactory combination of experience and training that demonstrates the knowledge, skills and abilities to perform the above duties. General knowledge of repair and rebuild methods for motorized and other equipment such as pumps, gear boxes, electrical and mechanical control systems. This includes troubleshooting principles using blueprints, sketches, plans and

THIS DESCRIPTION COVERS THE MOST SIGNIFICANT ESSENTIAL AND AUXILIARY DUTIES PERFORMED BY THE POSITION, BUT DOES NOT INCLUDE OTHER OCCASIONAL WORK, WHICH MAY BE SIMILAR, RELATED TO, OR A LOGICAL ASSIGNMENT FOR THE POSITION.

specifications. Knowledge of arithmetic computation methods is also required. Must have experience with proper use of a wide variety of mechanics tools and measuring instruments.

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SPECIAL REQUIREMENTS/LICENSES: Possession of Level II Wastewater Collections certificate at time of appointment or within six (6) months. A valid Class "A" Commercial Driver's License or the ability to obtain a permit upon appointment and maintain CDL throughout employment. Current CPR/First Aid card or the ability to obtain one within six months of appointment and maintain it throughout employment. Must be able to respond onsite to an emergency within thirty minutes.

DESIRABLE REQUIREMENTS: Previous experience in a municipal wastewater collection and treatment system environment with focus on pump station mechanics.

PHYSICAL DEMANDS OF POSITION: While performing the duties of this position, the employee is frequently required to stand, sit, reach, bend, climb, twist, push, pull, balance, kneel, stoop, communicate, reach and manipulate objects, tools or controls. The position requires mobility, visual acuity and may require entry to confined spaces. Many duties are physically demanding and occasionally require moving materials weighing up to 90 pounds. Manual dexterity and coordination are required over 50% of the work period.

WORKING CONDITIONS: The majority of duties take place outside of buildings, with exposure to all types of weather conditions on a year-round basis, electrical energy, biohazards, dirt, oil, grease, fumes, traffic, noise and chemicals. Entry to confined spaces is required with exposure to inert gases and various atmospheric conditions. Position is subject to emergency on-call response after normal working hours. 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. May provide training and orientation to newly assigned personnel on department policies and practices.

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