



ORGANIZATION: City of Lincoln City
JOB TITLE: Pump Station Mechanic III
FLSA STATUS: Non-Exempt, Grade 11
UNION: AFSCME
UPDATED: September 2019

PURPOSE OF POSITION: In a senior role, perform a variety of journey- level tasks to operate, inspect, install, and maintain various controls, recorders, pumps and motors in the City's wastewater collection system to provide assurance of uninterrupted sewer services for the community. Protect the City's mains, valves and sewer systems. Operate equipment and ensure safe work practices of crew.

ESSENTIAL JOB FUNCTIONS:

In the absence of the Lead or Supervisor, respond to various questions, resolve problems and provide technical assistance to crews that arise at the work site involving work tasks and the public.

Install, maintain, inspect, troubleshoot and make repairs to the wastewater collections system, including pump stations, force mains, variable speed controllers, gravity lines and other machinery used in the wastewater collection system and related equipment.

Inspect, 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.

Make recommendations about scheduled maintenance. Perform scheduled system maintenance. Determine maintenance needs, order supplies and parts, and perform such maintenance as necessary and as directed.

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

Operate various types of equipment, e.g. dump truck, loader, backhoe, power compactor, tapping machine, mower, jackhammer, chainsaw, portable diesel generator, etc. Perform operator maintenance, such as conducting pre- and post-operation checks, maintaining proper fluid levels, changing parts, cleaning, etc. Act as a competent person on an excavation site as needed.

Use Microsoft Office, Kronos and other City programs and systems (for example, those used for purchasing and budgeting) to perform job duties. This includes using 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. Model safety rules for other crewmembers.

Other related duties as assigned.

AUXILIARY JOB FUNCTIONS: Operate and maintain wastewater treatment system. 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: High School education or equivalent plus two years of specialized training and at least four years of wastewater collections experience with at least two of those years within a Class II system or at least eight years of experience with at least four years within a Class II system or any satisfactory combination of experience and training which demonstrates the knowledge, skills and abilities to perform the above duties. Extensive knowledge of diagnosis, repair and rebuild methods for various equipment such as pumps, controllers, process instruments, gear boxes, electrical and mechanical control systems, and field instrumentation, including troubleshooting principles using blueprints, sketches, plans and specifications. Thorough knowledge of arithmetic computation methods. At least three years of experience with the proper use of a wide variety of mechanics tools and measuring instruments.

SPECIAL REQUIREMENTS/LICENSES: Possession of Level III Wastewater Collections certificate, valid Class "A" CDL, and current First Aid/CPR card and the ability to maintain them throughout employment. Must also possess a Flagger/Work Zone Traffic Control certificate and competent person training for excavation site purposes and the ability to maintain these throughout employment. Must be able to respond onsite to an emergency within twenty and no more than thirty minutes.

DESIRABLE REQUIREMENTS: Previous experience working in a comparable municipal wastewater collection system with a focus on pump stations. Possession of a Maintenance Technologist certificate.

PHYSICAL DEMANDS OF POSITION: While performing the duties of this position, the employee is frequently required to stand, sit, bend, stoop, push, pull, twist, balance, communicate, reach and manipulate objects, tools or controls. The position requires mobility. Many duties are physically demanding and occasionally moving materials weighing up to 90 pounds. Movement of materials weighing up to 75 pounds may consume up to 15% of the work period and occur daily. Activity and types of duties performed require manual dexterity and coordination.

WORKING CONDITIONS: The majority of duties take 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 to 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. May provide training and orientation to newly assigned personnel on department policies and practices.

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

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.