

## **CITY OF MARGATE, FLORIDA JOB DESCRIPTION**

**JOB TITLE: UTILITY MECHANIC I (Job Code 850).**

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### **GENERAL STATEMENT OF JOB**

Under the general supervision of either the Chief Mechanic or Division Leader-Lift Stations or Division Leader Distribution/Collection, is responsible for the maintenance and repair of the water and wastewater lines, plants and equipment. Employees in this class are assigned to the Water/Wastewater Operations Division or the Collection and Distribution Division and perform essential functions according to division of assignment. Responsibilities include ensuring the efficient and safe mechanical operation of machinery and equipment, assisting in the installation of new equipment, and or repairing and maintaining lift station equipment. Work is reviewed through observation and completed work orders for results obtained.

### **ESSENTIAL FUNCTIONS**

**The following duties and functions, as outlined herein, are intended to be representative of the type of tasks performed within this position. They are not listed in any order of importance. The omission of specific statements of the duties or functions does not exclude them from the position if the work is similar, related, or a logical assignment for this description. Other duties may be required and assigned.**

Repairs, replaces and/or adjusts pumps, motors, gates, air blowers, sump pumps, check valves, bubbler lines, alternators, and air compressors.

Repairs and/or replaces breakers, starters, relay switches, pressure switches, phase monitors, clocks, lights, and alarms in lift station panels.

Operates heavy equipment, standard and specialized hand and power tools in the performance of tasks.

Inspects, paints and services lift station structures and equipment; maintains exterior appearance.

Replaces bearings, broken valves, leaky pipes, and faulty faucets.

Cleans storage tanks, and other structures and equipment as directed; maintains facilities and grounds.

Maintains various maintenance and service records for work completed and tools and equipment used.

Responds to emergency repairs as directed.

Assist/diagnoses mechanical and electrical problems through manual and electronic measures.

Performs TVing and inspection of gravity sewer lines and repair by grouting when needed.

Performs related work as required.

## MINIMUM TRAINING AND EXPERIENCE

High School diploma or equivalent; supplemented by minimum three (3) years' experience in mechanical maintenance and repair of water/wastewater facilities and attendant devices; supplemented by Class "B" CDL with an "N" endorsement; or an equivalent combination of training and experience.

## MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

Physical Requirements: Tasks involve frequent walking, standing, bending, stooping, frequent lifting, carrying and pushing/pulling objects of moderate to heavy weight (20 – 50 pounds), and occasionally very heavy (100+ pound) items.

Data Conception: Requires the ability to compare and/or judge the readily observable, functional, or composite characteristics (whether similar to or divergent from obvious standards) of data, people, or things.

Interpersonal Communication: Requires the ability to speak and/or signal people to convey or exchange information. Includes giving and receiving instructions, assignments and/or directions.

Language Ability: Requires the ability to read standard English. Requires the ability to read various technical manuals associated with mechanical and electrical aspects of water/wastewater facilities repair and maintenance. Requires the ability to interpret mechanical drawings, schematics, and maps.

Intelligence: Requires the ability to apply common sense understanding to performance of highly repetitive tasks; utilize principles of rational systems.

Verbal Aptitude: Must communicate efficiently and effectively in standard English.

Numerical Aptitude: Requires the ability to add, subtract, multiply and divide; calculate decimals and percentages.

Form/Spatial Aptitude: Requires the ability to inspect items for proper length, width and shape, and visually read various information.

Motor Coordination: Requires the ability to coordinate hands and eyes accurately for inspections tasks, handling small parts, and operating equipment with multiple hand controls.

Manual Dexterity: Must have excellent levels of eye/hand/foot coordination for operating standard and specialized electrical and gas operated equipment.

Color Discrimination: Requires the ability to differentiate between colors or shades of color.

Interpersonal Temperament: Requires the ability to give and receive instructions. Must be able to perform under stress of frequent deadlines.

Physical Communication: Requires the ability to talk and/or hear: (talking: expressing or exchanging information by means of spoken words; hearing: perceiving nature of sounds by ear).

Environmental Requirements: Tasks are regularly performed in adverse environmental conditions.

## KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of the practices and materials utilized in the installation and maintenance of a water/wastewater utility system.

Knowledge of federal, state, local guidelines, policies, procedures, and regulations regarding water and wastewater treatment plants and equipment.

Knowledge of the occupational hazards and safety precautions of the work.

Knowledge of record maintenance principles and practices.

Skilled in operating heavy equipment and hand machinery used in the maintenance and repair of water and wastewater facilities.

Skilled in the use of mechanics tools, diagnostic instruments, and manual and electronic gauges.

Ability to determine the cause of equipment failure and suggest solutions.

Ability to understand and follow oral and written instructions.

Ability to establish and maintain effective working relationships with fellow employees.

Ability to read and interpret mechanical drawings.

## **EQUAL OPPORTUNITY EMPLOYER**

The City of Margate, Florida, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act (42 U.S. C. 12101 et. seq.), the City of Margate will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer. The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job.

I have read and acknowledge receipt of this Job description.

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Employee Name and Signature

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Date