

MAINTENANCE OPERATOR I

NATURE OF WORK

This is semi-skilled work involving the maintenance and operation of wastewater treatment plant equipment and facilities on an assigned shift.

Work involves responsibility for the operation of pumps, valves and switches; reading gauges and meters; recording information on printed work orders; and inspection of equipment and processes throughout the plant. Work also involves the performance of varied maintenance tasks on structures and equipment throughout the facility. This work requires plant operation skills and familiarity with practices related to maintenance of electrical, mechanical and structural equipment throughout the facilities. General instructions are received from a technical superior or in written form regarding the work to be performed; however, the employee is expected to use discretion in determining proper work methods.

EXAMPLES OF WORK PERFORMED

Inspects, repairs and maintains facility structures and equipment as directed by immediate supervisor and/or as assigned through a scheduled preventative maintenance work order.

Makes adjustments to and/or operates process equipment at the direction of a wastewater treatment plant operator.

Operates and controls process equipment utilizing existing control instrumentation from numerous locations at two wastewater treatment facilities.

Performs minor electrical repairs and maintenance on switches, lighting, outlets and fixtures.

Performs minor mechanical repairs and maintenance on heating, ventilating, air conditioning and plumbing fixtures.

Operates pumps, small equipment and tools related to maintenance activities; assists in draining or pumping of process tankage for maintenance.

Performs a variety of structures maintenance activities including painting, remodeling and cleaning of buildings and grounds.

Documents completed work in written form on work orders, or by entering completed work order information into computer.

Determines proper work methods and materials required for each project; operates various power tools and equipment in the performance of assigned duties.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Some knowledge of the methods, practices, tools and materials utilized in a variety of craft disciplines related to facility maintenance.

Some knowledge of work hazards and safety precautions to be taken.

Some knowledge of the operating principles and science of wastewater treatment.

Some knowledge of established routines, practices, and the operation of equipment related to measuring and testing of wastewater treatment plant processes.

Ability to inspect and repair a wide variety of electrical, mechanical and structural equipment to determine defects and perform needed repairs.

Ability to assess and maintain plant operations as it relates to meeting established discharge standards; to recognize and remedy plant malfunctions and disorders; and to act quickly and accurately under emergency conditions.

Ability to maintain detailed operating records in written form or by using existing computer applications.

Ability to understand, follow and transmit oral and written instructions.

Ability to establish and maintain effective working relationships with supervisors and co-workers.

MINIMUM QUALIFICATIONS

Graduation from high school or equivalent and six months of experience in a variety of maintenance, repair and construction activities and in facilities maintenance; or any equivalent combination of training and experience that provides the desirable knowledge, abilities and skills.

NECESSARY SPECIAL REQUIREMENT

Possession of a valid driver's license when operating a vehicles is necessary to the satisfactory performance of assigned duties.

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