

UTILITIES MECHANIC I

MAJOR FUNCTION

This is an entry-level position performing semi-skilled work in the maintenance and repair of water/wastewater treatment system equipment, machinery, lift stations, distribution/collections, transmission lines, and other facilities.

ESSENTIAL FUNCTIONS

The following statements describe the principal functions of this job and its scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including working in other functional areas to cover absences or relief, to equalize peak work periods, or otherwise to balance the work load.

- Assist in repairs of water/wastewater treatment system equipment, machinery, lift stations, and transmission/distribution/collection lines.
- Assist in performing scheduled preventive maintenance and routine cleaning as required.
- Assist in troubleshooting lift stations and help make necessary repairs.
- Learns to maintain records of repairs and maintenance.
- Performs basic water and sewer line installations and repairs.
- Works a rotating twenty-four hour, seven-day on-call shift for emergency coverage.
- Perform installation of meter boxes and meters. Repair service lines.
- Required to report to work at the appointed hour, as scheduled, and to work the entire assigned schedule.

SECONDARY FUNCTIONS

- Performs other tasks as assigned.

CUSTOMER SERVICE

This is a front-line position for providing excellent customer service to members of the general public and other County employees. Personal contact occurs with other employees of the unit, employees of other departments in the County, citizens, and customers of the department. Service is provided in person and by phone contact.

SUPERVISION

This position has no supervisory responsibility.

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EDUCATION, EXPERIENCE, LICENSES, CERTIFICATIONS

Education and Experience

High school diploma or general education degree (GED); with one year related experience demonstrating plumbing and pump/mechanical aptitude; or an equivalent combination of education and experience.

Licenses

Valid Florida Driver License.

Florida Department of Environmental Protection Water Distribution system Operator Level III License preferred but not required.

Certifications

JOB SKILLS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements are representative of the required knowledge, skills, and abilities.

Language Skills

- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.
- Ability to write routine reports and correspondence.
- Ability to speak effectively before groups of customers or employees of organization.

Mathematical Skills

- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.

Problem Solving Abilities

- Ability to apply common sense understanding to carry out instructions furnished in written, oral or diagram form from supervisor or lead person.
- Ability to deal with problems involving several concrete variables in standardized situations.

Specialized Skills and Abilities

- This is an entry level training position, not requiring a specific specialized skill.
- Ability to remain calm in stressful situations.
- Ability to take a teamwork approach to the job by cooperating with others, offering to help others when needed, and considering larger organization or team goals rather than individual concerns. Includes the ability to build a constructive team spirit where team

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members are committed to the goals and objectives of the team.

Machinery and Equipment

In order to complete the tasks of this position, the employee will be required to learn to operate various small hand and power tools of the trade, various electric and gas powered medium tools of the trade, and automotive equipment, such as backhoes, boom trucks, jet machines.

PHYSICAL DEMANDS

While performing the duties of this job, the employee will occasionally be required to sit; will regularly be required to climb or balance, and lift up to fifty pounds; and will frequently be required to stand, walk, use hands to finger, handle, or feel, reach with hands and arms, stoop, kneel, crouch, or crawl, talk or hear, taste or smell. Vision requirements are color and peripheral vision.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee will occasionally be exposed to high precarious places, fumes or airborne particles, explosives, and vibration; will regularly be exposed to wet or humid conditions, moving mechanical parts, extreme heat, risk of electrical shock, and risk of radiation; and will frequently be required to work in outdoor weather conditions. The typical noise level is loud.

Established: 10/01

Pay Grade: 7

Job Description Number: 7067

Category: 7

Status: NE

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