

WATER RESOURCES MAINTENANCE SPECIALIST III

JOB DESCRIPTION

Classification Responsibilities: The Water Resources Maintenance Specialist III is responsible for performing advanced journey-level lead work that involves training, mentoring operations and maintenance staff, installing, maintaining, and repairing water or water reclamation equipment/facilities. Lead duties include: primary reviewer on day-to-day projects; scheduling/assigning work to staff; timekeeping and work coordination; training; and providing technical field knowledge for projects; and providing input in preparation of written performance appraisals or disciplinary issues. Incumbents train and provide lead supervision over plant operators, other maintenance personnel, part-time employees, and other staff as needed. Performs related duties as required.

Potable Water Treatment Plant Assignment: Incumbents may be assigned to the Brown Road or the Signal Butte Plants. Some examples of maintenance duties performed include: pouring and finishing concrete; laying conduit and pulling wire for electrical needs; performing plumbing work including cutting, threading, and welding pipe; installing and replacing pumps, compressors, motors, and related equipment; lubricating bearings; replacing seals, gaskets, packing, springs, and gears; installing, maintaining, and repairing flocculator drive units, chlorine equipment, valves, gear boxes, pumps, compressors, pipes, tanks, rapid mixers, carbon feeders and swing arms, etc. Although the primary responsibilities of this position are maintenance related, the Water Resources Maintenance Specialist III may be responsible for managing the daily operations of the water treatment plant under the supervision of the Water Resources Plant Supervisor when necessary. Duties include analyzing trends and data, monitoring equipment, optimizing plant processes, collecting and analyzing process samples, and making data entry.

Water Reclamation Plant Assignment: Incumbents may be assigned to the Southeast, Northwest, or Greenfield Water Reclamation Plants. Some examples of duties required and performed include: installing, maintaining, and repairing bar screens, compactors, degritters, mixers, blowers, odor control devices, centrifuges, ultraviolet (UV) equipment, chemical metering pumps, sludge hoppers, conveyor systems, boilers, biogas systems, waste gas flares, and filtration equipment. Although the primary responsibilities of this position are maintenance related, the Water Resources Maintenance Specialist III may be responsible for managing the daily operations of the reclamation plant under the supervision of the Water Resources Plant Supervisor when necessary. Duties include analyzing trends and data, monitoring equipment, optimizing plant processes, collecting and analyzing process samples, and making data entry.

Distinguishing Features: This class is distinguished from other Water Resources Maintenance Specialists by its responsibility for performing journey-level lead work. This class is distinguished from the Water Resources Plant Supervisor by not having full supervisory responsibility for maintenance staff. The position is subject to serve in a lead capacity for plant maintenance activities in the absence of the Supervisor. An employee in this class is required to use appropriate safety equipment and follow safety procedures in performing assignments. This class may be subject to emergency call-out and must be willing to work overtime and scheduled stand-by as required. Job hazards may include frequent exposure to a variety of weather conditions, chlorine gas, fluoride, ferrous chloride, raw sewage, and/or toxic chemicals, exposure to bleach, caustic, rotating equipment, biogas, noise, low oxygen, explosive

environments and high-voltage lines, and equipment. This class is supervised by the Water Resources Plant Supervisor depending on the incumbent's work assignment. This class is FLSA nonexempt.

QUALIFICATIONS

Employee Values: All employees of the City of Mesa are expected to uphold and exhibit the City's shared employee values of Knowledge, Respect, and Integrity.

Minimum Qualifications Required. Any combination of training, education, and experience equivalent to graduation from high school or GED. Five years' full-time work experience in the performance of journey-level maintenance mechanic functions preferably in a water or wastewater treatment plant; **OR** two years of full-time work experience as a Water Resources Maintenance Specialist II with the City of Mesa.

Special Requirements. Must obtain forklift operator certification within 6 months of hire. Must possess a valid Arizona Driver's License by hire date. Must meet the qualifications to wear a tight fitting respirator by passing a medical evaluation in accordance with Code of Federal Regulations (CFR) 1910.134 by hire or promotion date and must maintain certification. This class shall be responsible for acquiring a minimum of 30 professional development hours (PDH's) every three (3) years to maintain their Arizona Department of Environmental Quality (ADEQ) Certification. The incumbent must also obtain a 40-hour HazWoper Certification as per the Occupational Safety and Health Act (OSHA) within 6 months of hire, and must attend an 8-hour HazWoper refresher course annually to maintain certification.

Potable Water Treatment Plant Assignment: Must possess a Grade II (or higher) Water Treatment Plant Operator certification from the ADEQ or equivalent certification from another state through reciprocity with Arizona by application date. Certification through reciprocity must be obtained within 3 months of hire or promotion. Must meet the physical standards and requirements for the wearing of an Air Purifying Respirator (APR) and a Self-Contained Breathing Apparatus (SCBA) respiratory protection equipment.

Water Reclamation Plant Assignment: Must possess a Grade II (or higher) Wastewater Treatment Plant Operator certification from the ADEQ or equivalent certification from another state through reciprocity with Arizona by application date. Certification through reciprocity must be obtained within 3 months of hire or promotion.

Substance Abuse Testing. None.

Preferred/Desirable Qualifications. Experience as a Water Treatment/Water Reclamation Plant Operator. Considerable (3 - 5 years) full-time journey-level experience associated with a water/wastewater treatment plant and/or water treatment equipment maintenance

ESSENTIAL FUNCTIONS

Communication: Communicates verbally and in writing with other maintenance and operations staff in order to provide training and direction. Provides information to contractors and vendors to ensure that maintenance and repairs are performed correctly. Maintains safety logs and reports for tracking

purposes. Communicates verbally and in writing with City employees, management, and the public in order to provide information on water treatment operations, and water distribution, sewage collections system or water reclamation plant operations depending on assignment. Provides safety logs and reports to Safety Services. Cross-trains with operations to ensure understanding of process and equipment control strategies. Provides operational support under emergency conditions. Inputs equipment and maintains the Computer Maintenance Management Software (CMMS) data base.

Manual/Physical: Inspects work performed by other maintenance or plant personnel to ensure that work is being completed in compliance with project specifications and standards. Operates a City vehicle requiring a standard Arizona Driver's License in order to drive to and from job sites. Wears a tight fitting respirator in order to comply with safety standards when working in confined spaces and/or around toxic chemicals. Paints equipment, stairways, shelves, cabinets, etc., using epoxy, enamel, and latex paints. Pushes, pulls, carries, and lifts objects weighing up to 100 pounds with assistance of a handcart or power equipment. Follows construction plans and blueprints. Operates a variety of construction equipment and vehicles including forklift, cement mixer, welder, cutting torch, oxyacetylene welding torch, a welding machine, hot air gun, pipe threader, paint sprayer, hand tools, and other related tools in order to complete maintenance and repair duties. Applies welding and metal fabricating techniques and procedures to the maintenance and repair of equipment, the installation of sight gauges on tanks, and to construct safety guards, supports, kick plates, platforms, shelving, cabinets, work tables, etc. Performs pipefitting and plumbing by cutting, threading and welding pipe. Installs, maintains, repairs and replaces pumps, compressors, motors, and related equipment. Performs preventive maintenance tasks, such as changing oil, lubricating bearings, replacing oil seals, gaskets, springs, gears, and related maintenance work. Mixes and pours concrete for pump bases and pipe support. Makes rounds of the plant and inspects buildings, equipment and grounds for conformance to safety standards, security requirements and operating parameters. Conducts laboratory tests and monitors plant function through the use of monitoring equipment to make the necessary process control adjustments. Works with chemicals used in both operations and maintenance of the reclamation plant. Meets scheduling and attendance requirements. Changes chlorine bottles at automatic chlorinator site, or one-ton chlorine containers. Meets scheduling and attendance needs.

Mental: Provides leadership to subordinate maintenance staff and coordinate section activities in the absence of the Water Resources Plant Supervisor (*depending on assignment*). Monitors and maintains adequate shop inventory and replenishes as necessary, notifies supervisor if higher level procurement is needed and provides necessary part numbers and related documentation to complete replenishment. Learns plant maintenance operation and new repair techniques through class room training and on-the-job training. Reads and comprehends Operation and Maintenance manuals, performs calculations when conducting lab tests. Works with a computerized maintenance management system for equipment tracking and maintenance. Works with a Supervisory Control and Data Acquisition (SCADA) system for monitoring and controlling plant operations.

Knowledge/Skills/Abilities:

Knowledge of:

oxyacetylene welding techniques and procedures;
stainless steel, aluminum, and polyvinyl chloride (PVC) welding, and metal fabricating techniques and procedures;

American Welding Society (AWS) and American Society of Mechanical Engineers (ASME) codes and requirements;
installation, maintenance, and repair procedures for pumps, valves, rapid mixers, drive units, chlorinators, centrifuges, boilers, digesters, UV equipment, and other equipment associated with a water treatment or water reclamation plant;
pipefitting techniques and procedures;
methods, practices, and materials used in the mechanical trades;
occupational hazards and safety procedures associated with lock-out tag-out, confined space entry, mechanical maintenance, welding, methane gas, hydrogen sulfide, bleach, caustic, and ferrous chloride;
flow meters;
plumbing methods, practices, and materials; carpentry and painting techniques and practices; concrete repair;
personal computers and related software, plant SCADA, and CMMS; and
the practices and principles of complex tasks and duties involved in water and wastewater treatment, bleach and UV disinfection, anaerobic digesters the standard principles of biology, chemistry and mathematics.

Skill in:

the use and care of an oxyacetylene welding torch, a welding machine, hot air gun, propane torch, drill press, band saw, metal grinder, paint sprayer, and other equipment necessary to perform assigned tasks;
the use of precision measuring equipment, including micrometers, dial indicators and strain gauges;
the use and care of hand tools necessary to perform various mechanical installation, maintenance, and repair tasks; and
the use and care of non-sparking tools for explosive environments.

Ability to:

use a respirator or SCBA;
follow oral and written instructions;
establish and maintain effective working relationships with coworkers and supervisors;
learn to operate a variety of equipment, including an overhead crane, forklift, and boom truck; and
perform housekeeping duties by keeping the plant area, shop and laboratory clean and neat.

The duties listed above are intended only as general illustrations of the various types of work that may be performed. Specific statements of duties not included does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Job descriptions are subject to change by the City as the needs of the City and requirements of the job change.

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INCREMENTS 63-200

PAY GRADE: 46

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