



JOB DESCRIPTION

TITLE: **FACILITIES MECHANIC**
STATUS: **Union/FLSA Non-Exempt**
GRADE: **Grade 13**

JOB SUMMARY:

Incumbent is responsible for scheduling and performing preventative and corrective mechanical maintenance work on District lift stations, pump stations, buildings, and vehicles. This is a journey level classification.

REPORTING RELATIONSHIPS:

This position reports to a Field Operations Manager.

ESSENTIAL DUTIES include the following:

- Diagnoses, troubleshoots, modifies, repairs assigned equipment including fire alarm systems, sprinkler systems, plumbing systems, HVAC systems, security systems, emergency generators, elevators, overhead doors, pumps, motors, engines, power transmission equipment, valves, piping appurtenances, tanks, screening devices, pressure switches, chemical feeders, auxiliary equipment, hydraulic and pneumatic equipment, and process control systems;
- Maintains a regular preventative maintenance inspection schedule of assigned areas and equipment;
- Services the District's fleet of vehicles as assigned including trucks, cars, backhoes and boring machines by performing engine tune-ups, changing oil, filter and brake linings; repairing and replacing water pumps, alternators, radiators, belts and hoses; and maintaining proper tire application on all vehicles; works with Heavy/Equipment Shop Mechanic to perform corrective maintenance as needed;
- Performs rough and finish carpentry work, construction work, and general maintenance on items such as building and paneling walls and partitions, counter tops, cabinets and bookcases, office furniture, suspended ceilings, drywall, door frames, and hanging doors;
- Performs plumbing repairs such as repairing leaks and unplugging drains and fixtures, replacing valves, and installing or maintaining fixtures such as sinks, urinals, toilets, and performing other plumbing jobs;
- Maintain up-to-date and accurate manuals and reference guides; records and logs of operating conditions of equipment and work performed;
- Research source vendors, obtain price quotes for purchasing parts needed for maintenance and repair work; orders and restocks supplies;
- Maintains a clean work area at all times; and
- Performs other duties as required or assigned.

KNOWLEDGE, SKILLS, AND ABILITIES

- Principles, practices, methods, equipment, materials, and tools used in vehicle, building, as well as pump machinery maintenance and repair;
- Basic plumbing, carpentry, construction, and general maintenance;
- Safe and efficient work practices when working with mechanical equipment;
- Usage of safety apparatus and general safety practices;

- Planning, scheduling, and evaluating methods and techniques necessary in maintaining vehicles, buildings, water and wastewater facilities;
- Welding practices and techniques;
- Operating a variety of mechanical equipment used in the District's water and wastewater facilities;
- Read and interpret blueprints, construction drawings, and maps;
- Identify mechanical problems and take appropriate corrective action;
- Train other personnel on mechanical maintenance;
- Operating office equipment and tools such as phones, fax machine, copiers, computers, software and databases; and
- Communication, both written and oral, and interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

Experience/Education:

Any equivalent combination of education and experience that provides the applicant with the knowledge and abilities required to perform the job. A typical way to obtain the knowledge and abilities would be two years of related maintenance mechanic experience.

Licensing Requirements:

Possess and maintain a valid Washington State Commercial Driver's License Class A with Tanker and Air Brake Endorsement, and have the ability to earn an industrial First Aid and CPR card, and a forklift certification. A welding certification, and/or an Automotive Service Excellence or similar mechanic certification are a strong plus.

WORKING CONDITIONS:

Duties are primarily performed in the field where there is exposure to varying weather conditions, confined spaces, loud noises, strong fumes, mechanical equipment, and pumps. Visual inspection of the work site is necessary. Travel is required to pump station work sites.

PHYSICAL REQUIREMENTS:

This position typically requires climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, finger dexterity, grasping, feeling, talking, hearing, seeing and repetitive motions.

Very Heavy Work: Exerting in excess of 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

This job description does not constitute an employment agreement and may be changed or amended at any time to meet the needs of the District.

Approved: