

KENT COUNTY POSITION DESCRIPTION

*Kent County Levy Court
555 Bay Road, Dover, DE 19901*

Department of Public Works
Division of Wastewater Facilities
Classified, GRADE 8
40 Hour Week

MAINTENANCE MECHANIC II

GENERAL STATEMENT OF DUTIES: Performs skilled mechanical tasks in the maintenance and repair of specialized equipment in a wastewater treatment plant and pumping stations; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: Positions in this class are responsible for skilled mechanical tasks such as the installation generally and overhaul of specialized plant equipment. Employees receive on and off the job training to enable them to perform difficult tasks and are supervised by a Maintenance Mechanic III, Maintenance Foreman, or other designated supervisor.

ADA REQUIREMENTS: This is very heavy work requiring exertion in excess of 100 pounds of force occasionally, in excess of 50 pounds of force frequently, and in excess of 20 pounds of force constantly to move objects; work requires climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word, and conveying detailed or important instructions to others accurately, loudly, or quickly; hearing is required to perceive information at normal spoken word levels, and to receive detailed information through oral communications and/or to make fine distinctions in sound; visual acuity is required for depth perception, color perception, night vision, visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts at or within arms length, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; mental acuity is required to make rational decisions through sound logic and deduction; the worker is subject to inside and outside environmental conditions, extreme cold, extreme heat, noise, vibration, hazards, atmospheric conditions, and oils. The worker may be exposed to blood borne pathogens and may be required to wear specialized personal protective equipment.

EXAMPLE OF WORK: (Illustrative only)

Install, maintain, and replace electric wiring controls, circuit breakers, switches and light fixtures;

Install, maintain, and replace plumbing lines, pipes and fixtures;

Install, maintain, and replace heating pipes, boiler parts and plumbing fixtures;

Repair minor parts for gas and electric appliances;

Repair and replace worn faucets, sinks, sewers, storm sewers, pipes and couplings;

Maintain and repair gas and oil fired furnaces, hot water tanks, circulating pump, sewage, vacuum and other type pumps;
Take pressure and feed readings for fuel on generators;
Install, remove and repair pumps and motors;
Maintain and service sewer system;
Operate a sewer jet/vacuum truck to clean wet wells, manholes, and sewer lines;
Maintain and repair domestic well pumps;
Participate in preventive maintenance of plant equipment;
Assist in training of less skilled Maintenance Mechanics;
Perform general custodial work to keep work area and facilities clean and safe.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Good knowledge of standard practices, methods, tools and materials of the electrical and mechanical trades; good knowledge of machine work and related mechanical trade operations; good knowledge of the occupational hazards connected with general maintenance; ability to observe and enforce appropriate safety precautions; skill in the use and care of bench and hand tools, machines and equipment of the mechanical trades; ability to understand and follow written and oral instructions; ability to perform manual labor; ability to establish and maintain effective working relationship with coworkers and supervisors; working knowledge of personal computers and pertinent applications; regular and timely attendance; performance of duties in a safe manner.

ACCEPTABLE EXPERIENCE AND EDUCATION: Completion of standard high school coursework or G.E.D. including or supplemented by courses in the mechanical trades with at least three (3) years experience in mechanical maintenance work involving plumbing, mechanical, and electrical repairs and installations, including at least one year of experience in the maintenance of industrial plants; or any combination of experience and training which provides the required knowledge, skills, and abilities.

ADDITIONAL REQUIREMENTS: Must pass written examination administered by Kent County Personnel office. Must possess a valid Class F license (handling & transporting liquid wastewater) issued by the State of Delaware and any other such State required license in order to qualify and retain position. Possession and retention of a valid motor vehicle operator's license issued by the State of Delaware with ability to obtain a valid commercial motor vehicle operator's license (CDL), if necessary. All motor vehicle violations must be reported to supervisor immediately and a good driving record is required to retain position. Designation as Registered Flagger. Must pass testing for substance abuse and criminal background investigation. May be required to pass testing of physical strength and agility to qualify for and retain position. Must maintain a positive work environment by acting and communicating in a manner that promotes harmonious relations with customers, co-workers, and supervisors. Direct deposit of pay required. Additional collective bargaining agreement provisions may apply.

Employee Acknowledgement

Eff. 10/01/07; Rev. 07/01/15; Rev. 07/01/16