

## KENT COUNTY POSITION DESCRIPTION

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

Department of Public Works  
*Division of Wastewater Facilities*  
Classified, GRADE 6  
40 Hour Week

### MAINTENANCE MECHANIC I

GENERAL STATEMENT OF DUTIES: Performs semiskilled maintenance and repair work on automotive, wastewater treatment plant and pumping station equipment; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: Positions in this class are responsible for semiskilled maintenance tasks in a wastewater treatment plant and pumping stations such as checking pumps and oil levels. Duties include other tasks such as grounds maintenance and working on automotive equipment. Employees receive on and off the job training with work tasks increasing in difficulty assigned with a view toward improving the skill level. Employee is supervised by a Maintenance Mechanic III, or other designated supervisor. Employees must use reasonable care, judgment, and application of the knowledge in the performance of their duties.

ADA REQUIREMENTS: This is heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 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)

Perform mechanical repairs on various equipment in a wastewater treatment plant and pumping stations;

Assist Maintenance staff in the replacement and repair of plant equipment such as furnaces and electrical appliances;

Operate a sewer jet/vacuum truck to clean wet wells, manholes and sewer lines;  
Take flow readings at pumping stations;  
Install air compressors;  
Check lift stations and make necessary repairs;  
Obtain samples of wastewater for testing in laboratory;  
Clean and paint pump stations and other facilities;  
Perform semiskilled servicing tasks such as tuneups, washing and oil changes on automotive equipment;  
Replace brake pads and shoes, carburetors, bearings and fan belts;  
Repair electrical shorts, drive trains, and other engine parts;  
Perform general custodial work to keep plant, facility and grounds clean and safe;  
Check electrical equipment to ensure proper operation.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Some knowledge of the principles, practices, methods and tools used in the plumbing trade, electrical trade and mechanical trade; some knowledge of the occupational hazards connected with wastewater facilities; some knowledge of the installation and maintenance of an electrical system; good skill in the safe use and care of tools, machine and equipment of the mechanical trades; ability to understand and follow written and oral instructions; and ability to perform manual work; ability to establish and maintain effective working relationship with coworkers and supervisors; ability to learn and use 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. with at least two (2) years experience in mechanical maintenance work involving plumbing, mechanical, and electrical repairs and installations; 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 obtain and retain a valid Class F license (handling & transporting liquid wastewater) issued by the State of Delaware and any other such State required license within 12 months of hire in order to 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.

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Employee Acknowledgement

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