

SENIOR MAINTENANCE MECHANIC III (TREATMENT PLANT EQUIPMENT)

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, an incumbent of this foreman level position supervises a staff, including at least one journeyman, in performing maintenance and repair. The incumbent directs, supervises and performs foreman level maintenance and repairs on mechanical treatment plant equipment and is responsible for planning and implementing a maintenance and repair program for treatment plant equipment. The incumbent inspects facilities and recommends action. The incumbent plans and lays out work, estimates materials, costs and staffing requirements. Work is performed with considerable independence in accordance with departmental goals, procedures, and trade standards. More complex jobs may require detailed instructions, blueprints, or sketches from an engineer or technician. The incumbent is fully proficient in the skills and practices of the trade, with full knowledge of the principles, tools, and techniques. The difference between this foreman level position and that of the journeyman, is that the foreman supervises at least one journeyman and may supervise a number of lower level full time, seasonal and temporary personnel. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Directs, supervises and participates in the maintenance, repair and installation of a wide variety of treatment plant equipment;

Directs, supervises and issues work orders for preventive and other maintenance and repair and inspects work for proper completion;

Coordinates job schedule with chief operator to insure the least possible "down-time" on any one piece of equipment;

Supervises, maintains and repairs mechanical units associated with a water pollution control plant such as fans, electric motors, blowers, valves, speed reducers, hoists, pneumatic systems, mechanical screening equipment, water pumps, pressure reducing valves and flame arrestors of the type found on sludge digesters so the equipment will operate safely and efficiently;

Supervises, maintains and repairs settling tank drives, including the replacement of sprockets and chains so that equipment will operate safely and efficiently and to extend its useful life;

Supervises, overhauls and repairs raw sewage pumps, sludge pumps, grit removal equipment along with auxiliary equipment including motors, water pumps, air compressors, vacuum pumps, etc. to ensure that equipment operates safely and efficiently and to extend its useful life;

Supervises, overhauls and repairs internal combustion engines which use diesel oil, gasoline or digester gas for fuel so that equipment will operate properly;

Operates and maintains a complete maintenance system for all treatment plant equipment;

Insures work areas are kept in a clean, orderly and safe condition;

EXAMPLES OF WORK: (Illustrative Only) (Cont'd)

Requisitions materials and equipment as needed;

Maintains and checks time sheets for maintenance personnel;

Estimates material costs and staffing requirements and assists in yearly budget formulation;

Performs routine and emergency repairs and maintenance, both scheduled and in response to emergency situations, as required;

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments;

May perform other incidental tasks, as needed.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the tools, techniques and terminology used in the mechanical trades related to the repair, adjustment and inspection of a variety of machinery and equipment particular to water pollution control plants; thorough knowledge of stationary engines of the internal combustion type; thorough knowledge of the accident and safety precautions of the trade; ability to lay-out and coordinate a maintenance repair job or installation job in a most economical and satisfactory manner; ability to give effective supervision to lower level personnel; ability to work effectively with supervisory and executive personnel in carrying out the duties of the position; ability to read, write, speak, understand and communicate in English sufficiently to perform the essential tasks of the position; ability to effectively use computer applications such as spreadsheets, word processing, e-mail and database software; resourcefulness and imagination in meeting new and unusual mechanical repair problems; initiative in seeking new and improved work methods; physical strength and agility; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Eight years of experience which involved the installation, inspection, routine maintenance and repair of mechanical equipment, two of which must have included the planning, layout and performance of multiple work projects in a water treatment plant or pumping facility.

SUBSTITUTIONS: (a) A high school or equivalency diploma may be substituted for four years of the above required general work experience; (b) satisfactory completion of a two year post high school or trade school course* in electrical, plumbing and/or HVAC may be substituted for two years of the general experience required above; (c) satisfactory completion of 30 credits*, with a major course of study in Mechanical Engineering, Mechanical Technology, Construction Technology, the Mechanical Trades or a related field, may be substituted on a year for year basis for up to two years of the above required general work experience. There is no substitution allowed for the two years of specialized experience required above.

NOTE: Apprenticeship training or training gained by the completion of technical courses in mechanical maintenance and repair at a school or institute or branch of the armed Services may be substituted for the above training and experience on a year-for-year basis. There is no substitution allowed for the two years of specialized experience required above

Special Requirement: (1.) Depending on work assignment, must meet standards of OSHA regulation 1910.134 Respiratory Protection, and will be required to meet Federal, State and local standards with respect to health and safety. (2.) Possession of a valid license to operate a motor vehicle in the State of New York will be required at time of appointment and maintain same while in the title.

NOTE: Unless otherwise noted, only experience gained after attaining the minimum education level indicated in the minimum qualifications will be considered in evaluating experience.