

**EL DORADO IRRIGATION DISTRICT**  
**Class Specification**

**CLASS TITLE: Senior Plant Mechanic**

**DEFINITION**

Under direction organizes, assigns and reviews the work of assigned personnel engaged in skilled maintenance, repair and installation of mechanical equipment associated with wastewater and water treatment and water distribution facilities; performs duties requiring specialized knowledge; and provides administrative support to assigned supervisor.

**DISTINGUISHING CHARACTERISTICS**

This is the advanced journey level in the Plant Mechanic series. Positions at this level are distinguished from other classes within the series by the level of responsibility assumed, complexity of duties assigned, independence of action taken, by the amount of time spent performing the duties, and by the nature of the public contact made. Employees perform the most difficult and responsible types of duties assigned to classes within this series, including providing technical and functional supervision over assigned personnel and perform the most difficult and complex repair and maintenance of equipment associated with water and wastewater operations. Employees at this level are required to be fully trained in all procedures related to assigned areas of responsibility.

**SUPERVISION RECEIVED AND EXERCISED**

Receives direction from an assigned supervisor. Exercises technical and functional supervision over assigned technical personnel.

**EXAMPLES OF ESSENTIAL DUTIES:** *the duties specified below are representative of the range of duties assigned to the class and are not intended to be an inclusive list.*

Plans, prioritizes, and reviews the work of staff assigned to perform a variety of duties related to the installation, maintenance and repair of mechanical equipment used in the operation of District treatment plants, distribution system and related facilities.

Develops schedules and methods to accomplish assignments ensuring work is completed in a timely and efficient manner.

Participates in evaluating the activities of staff, recommending improvements and modifications.

Provides and coordinates staff training; works with employees to correct deficiencies.

Troubleshoots and repairs equipment failures associated with a variety of mechanical equipment including pumps, engines, electric motors, valves, pressure and flow regulators, emergency generators, air compressors, hydraulic systems, pneumatic systems, filters and chlorination systems.

Overhauls and rebuilds pumps, motors and related equipment; reviews technical manuals and manufacturer documents in the repair of equipment.

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Performs predictive, preventative and emergency maintenance on pumps, motors and related equipment; maintains appropriate records and documentation of repairs; reviews, revises and implements maintenance schedules.

Researches new products and methods of repair; contacts vendors to determine best methods and configuration of equipment; reviews cost, capacity, and maintenance requirements of equipment.

Coordinates with other divisions to implement operational solutions and system upgrades.

Coordinates and inspects the work of contractors to ensure District standards and specifications are adhered to.

Receives, prioritizes and assigns work orders; orders and maintains inventory of parts and equipment; prepares maintenance reports and records.

Designs, fabricates and installs new equipment for better performance of District facilities.

Assists with the preparation and revision of various standard operating procedures.

Performs the most difficult work related to installation, maintenance and repair of mechanical equipment.

Builds and maintains positive working relationships with co-workers, other District employees and the public using principles of good customer service.

Performs related duties as assigned.

## **QUALIFICATIONS**

### Knowledge of:

Principles and practices of technical and functional supervision and training. Standard operating practices and procedures of skilled plant and equipment mechanical work associated with construction, maintenance, repair and service of equipment related to water and wastewater operations. Practices of troubleshooting equipment. Pertinent local, State and Federal laws, ordinances, rules and regulations. Purchasing procedures.

### Skill/Ability to:

Provide technical and functional supervision over assigned staff; effectively train staff on the maintenance and installation of mechanical equipment and safe procedures. Perform the most complex duties related to skilled and complex repair, maintenance, and service tasks involving pumps and motors and other equipment associated with the operation of wastewater and water treatment plants and water distribution system. Respond to emergency situations. Ability to maintain reliable attendance is a condition of employment, subject to applicable medical and disability leave laws. Read a variety of technical documentation, schematics, blue prints and related documents. Operate a computer to access, enter and retrieve data. Establish and maintain effective working relationships with those contacted in the course of work. Communicate clearly and

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concisely, both orally and in writing. On a continuous basis, know and understand maintenance activities and observe safety rules; intermittently, analyze problem equipment; identify safety hazards; locate equipment; interpret work orders; remember how to operate equipment; and explain jobs to other employees. Intermittently, sit while studying or preparing reports; stand and walk while performing maintenance activities; bend and twist to adjust equipment; kneel and squat to review work; perform simple and power grasping, pushing, pulling, and fine manipulation; and lift or carry weight of 50 pounds or less.

Experience and/or Education:

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience:

Two years of responsible journey experience similar to Plant Mechanic II with the El Dorado Irrigation District.

Education:

Equivalent to the completion of the twelfth grade.

**SPECIAL QUALIFICATIONS**

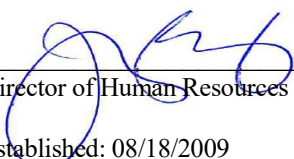
License and Certificate:

Possession of, or ability to obtain, a valid California driver's license at the time of appointment. Individuals who do not meet this requirement due to physical disability will be reviewed on a case-by-case basis.

Possession of a valid Water Treatment Operators Grade 1 Certificate issued by the State of California Department of Public Health if assigned to the Drinking Water Division.

Possession of a valid Grade 1 California Water Environment Association Plant Maintenance certificate if assigned to Wastewater/Recycled Water Division.

Employees in this classification whose job duties require internet connectivity or the use of a District laptop and air card while on standby must provide and utilize, at their sole expense, a functionally reliable personal internet connection or District provided reliable air card with a District-provided laptop to facilitate District stand-by business.

 _____ Director of Human Resources	<u>02/26/2022</u> Date
Established: 08/18/2009 Revised: 05/26/2010, 02/26/2022 FLSA: Non-Exempt Unit: Safety	