

JOB DESCRIPTION

Dept: Maintenance Department

Position: MAINTENANCE MECHANIC II

Effective: 6-25-25



GENERAL DESCRIPTION:

Maintenance Mechanic II acts as lead person for a two-person crew while performing maintenance activities within the wastewater plant and lift stations.

SUPERVISION RECEIVED & EXERCISED:

- Receives functional and direct supervision from the Plant Maintenance Manager.
- Receives direction from the Water Reclamation Superintendent.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES OF MAINTENANCE MECHANIC II:

Duties and responsibilities may include, but are not limited to, the following:

1. Perform routine maintenance on all wastewater treatment plant and lift station equipment.
2. Comprehend schematics, wiring diagrams, and blueprints.
3. Perform basic troubleshooting and diagnostics for electrical circuits and mechanical equipment.
4. Comprehend proportional, integral, and derivative controls (PID) drawings, and ladder diagrams.
5. Troubleshoot and perform diagnostic on electrical circuits and mechanical equipment.
6. Weld and use a cutting torch.
7. Perform general housekeeping and maintain a safe working environment
8. Work with minimal supervision and exercise independent judgment.
9. Establish and maintain communication with coworkers and supervisors.
10. Understand verbal and written instructions; and to document information and maintain records, both written and electronic.
11. Available and willing to participate in off-hour emergency repairs and overtime deemed necessary to repair and return to service critical plant and/or lift station equipment.

DESIRED KNOWLEDGE, EXPERIENCE, SPECIFICATIONS, AND EDUCATION:

General Knowledge:

1. Knowledge of approved methods, practices and safety standards relating to maintenance repair and/or construction.
2. Knowledge of basic electrical test equipment: voltmeter, ammeter, ohmmeter.
3. Knowledge of advanced electrical test equipment: diagnostic electrical test equipment.
4. Knowledge of hand, measuring and power tools.

Specific Knowledge:

1. Acceptable working knowledge/background of mechanical/hydraulic operation and maintenance of pumps, piping system, lubrication, and other similar mechanical equipment.
2. Basic knowledge of wastewater treatment processes and lift station operations.
3. Basic familiarity with code requirements, both local and national.
4. Ability to use standard math, simple algebra, and geometry.
5. Ability to perform, or learn, maintain, repair, advanced troubleshooting/diagnostics, calibrate, and operate equipment as noted in "Specific Abilities and Skills" chart.

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Experience and Education:

Any combination equivalent to experience and education that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

- At least five years of acceptable experience in electrical and/or mechanical maintenance, preferably with wastewater treatment experience.

Education:

- Equivalent to the completion of the twelfth grade is required.

Licenses and Certification:

- A valid driver's license is required.
- State of Indiana Municipal Class I (or higher) Certified Operator's License is preferred.

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

Physical Movement:

Physical Movement: While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to handle or feel objects, tools or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and smell.

Physical Requirements: Employee must occasionally lift up to 50 pounds or more.

Sensory Requirements: Employee should be able to verbally communicate, hear, smell, and have visual ability for close work; distance work and either distinguish colors or grayscale contrasts.

Work Environment: While performing the duties of this job, the employee is frequently exposed to fumes and may be exposed to airborne particles and toxic or caustic chemicals. The employee frequently works near moving mechanical parts and in outside weather conditions.

Specific Abilities and Skills	Maintenance Mech. I	Maintenance Mech. II
Maintenance skills include ability, as necessary, to (M)aintain, (R)epair, (B)asic Diagnostics/Troubleshooting, (A)dvanced Diagnostics/Troubleshooting, (C)alibrate, and (O)perate the following:	Applicable Knowledge/Skill	
Hydraulic Bar screens and press washers	M - R - B	M - R - A
Pista Grit equipment	M - R - B	M - R - A
Grit washers	M - R - B - C	M - R - A - C
Primary Clarifier mechanisms	M - R - B	M - R - A
Secondary Clarifier mechanisms	M - R - B	M - R - A
Dissolved air flotation mechanisms	M - R - B	M - R - A
Belt Filter Press	M - R - B	M - R - A
Electrical blowers	M - R - B	M - R - A

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Chlorinators, sulfonators, scales, vacuum regulators	M - R - B	M - R - A
Chemical feed equipment systems and components	M - R - B - C	M - R - A - C
Digester pipes and other piping	M - R - B	M - R - A
Heat exchanger controls, boiler, and lines	M - R - B	M - R - A
Manual Valves	M - R - B	M - R - A
Hydraulic Valves	M - R - B	M - R - A
Electrical Valves	M - R - B	M - R - A
Pneumatic Valves	M - R - B	M - R - A
Electrical valve actuators	M - R - B	M - R - A
Vertical turbine pumps	M - R - B	M - R - A
Positive displacement pumps, pneumatic and electric	M - R - B	M - R - A
Recirculating, transfer and mixing pumps	M - R - B	M - R - A
Horizontal centrifugal pumps	M - R - B	M - R - A
SCADA equipment: RTUs	M - R	M - R - A
Instrumentation: including DO sensors, level sensors, flow meters, gas meters	M - R - B - C	M - R - A - C
Electrical relay circuits	M - R - B	M - R - A
Solid state electrical circuits	M - R - B - C	M - R - A - C
Programmable logic controllers	M - R	M - R - A
Power transformers	M - R - B - C	M - R - A - C
Switchgear, motor control centers	M - R	M - R - A
Electrical motors	M - R - B	M - R - A
Variable frequency drives	M - R - B	M - R - A
Building/Yard lighting and power systems	M - R - B	M - R - A
Motor starters, including overload protection, fuses, etc.	M - R - B - C	M - R - A - C
Mission M800 units	M - R - B	M - R - A
Generator, portable, diesel	M - R - B - C - O	M - R - A - C - O
Generator, fixed, natural gas	M - R - B - C - O	M - R - A - C - O
Pumps, portable, diesel	M - R - B - O	M - R - A - O
Crane, travelling bridge	M - R - B - O	M - R - A - O
Crane, boom	M - R - B - O	M - R - A - O
Bob Cat skid loader	M - R - B - O	M - R - A - O