

## **MAINTENANCE WORKER**

### **CLASS DESCRIPTION**

#### **General Responsibilities:**

This is semi-skilled work in the maintenance and repair of Water Utility facilities and equipment. Under the general supervision of a Water Utility Maintenance Supervisor, the work involves maintaining pumping equipment, chlorinators, chlorine analyzers, fluoride pumps, carpentry, HVAC equipment, plumbing, and building repair.

#### **Examples of Duties and Responsibilities:**

Assist in the maintenance and repair of pumping equipment, including deep well pumps, booster pumps, and valves (pneumatic, electric, and manual). Install flow meters. Check, clean, and straighten line shafts.

Assist in the maintenance and repair of water treatment equipment. Troubleshoot and repair chlorinator systems. Maintain chlorine analyzers and chemical scales. Install chlorinators and chemical pumps.

Assist in facility maintenance activities. Work with Maintenance Mechanics and independently as required in the installation, maintenance, and/or repair of HVAC systems, plumbing, roofing, windows and doors, tuck pointing and caulking of buildings, and power washing buildings.

Clean, maintain, and provide security at reservoirs. Sanitize the interior of reservoirs.

Perform related work as required.

### **QUALIFICATIONS**

#### **Knowledge, Skills and Abilities:**

Working knowledge of the methods, practices, tools and materials used in general maintenance and repair work to include HVAC, electrical, plumbing and carpentry work. Working knowledge of general and confined space entry safety procedures. Working knowledge of and ability to use computer software applicable to the duties of the position, including computerized maintenance management systems. Ability to perform a wide variety of semi-skilled maintenance tasks involving minor painting, carpentry, plumbing, roofing and electrical work. Ability to communicate effectively and courteously both orally and in writing. Ability to work safely both in confined spaces and at considerable heights. Ability to enter data into a computerized maintenance management system. Ability to perform a variety of semi-skilled maintenance tasks and work from rough sketches or penciled layouts. Ability to perform assigned tasks without close supervision alone or as part of a team. Ability to work independently and to exercise judgment. Ability to establish and maintain effective working relationships. Ability to apply general mechanical skills and aptitudes. Ability to

understand and carry out written and oral instructions. Skill in the use of common hand and power tools utilized in building maintenance. Ability to maintain adequate attendance.

**Training and Experience:**

Generally, positions in this classification will require:

One year of experience performing varied semi-skilled mechanical and facility maintenance and repair work. Such experience would normally occur after completion of at least one year of post-high school trade courses, apprenticeship experience, or other specialized trade experience in plumbing, HVAC, or a related field. Other combinations of training and/or experience which can be demonstrated to result in the possession of the knowledge, skills and abilities necessary to perform the duties of this position will also be considered.

Specific training and experience requirements will be established at the time of recruitment.

Necessary Special Qualifications:

Possession of a valid driver's license.

**Physical Requirements:**

Employees in this classification will be expected to lift up to 25 pounds on a regular basis, up to 75 pounds frequently, and heavier objects on occasion. Employees must have the ability to engage in strenuous activity, including bending, twisting, stooping, climbing ladders, etc. Employees will be expected to work at heights on Utility facilities, spheres, and reservoirs and will also be expected to perform work in confined spaces. Employees may be required to work outdoors in all weather conditions.

Department/Division	Comp. Group	Range
Water Utility	16	11

Approved: \_\_\_\_\_  
Brad Wirtz  
Human Resources Director

Date