

Definition: Under general supervision of the Public Works Supervisor assigned to the City Vehicle Garage, the Pump Mechanic plans and schedules work, monitors and coordinates with contractors and vendors, and performs a variety of semi-skilled and skilled tasks in the maintenance and repairs of public works pump and lift stations and other city facilities. The Pump Mechanic is also involved in procuring parts, receiving quotes from contractors, working in confined spaces, and physically inspecting and repairing parts of all equipment related to the city's pump and lift stations. The Pump Mechanic performs work on the City vehicle fleet when necessary.

Essential Duties: Depending upon assignment, the duties of a Pump Mechanic include:

- * Responding appropriately to system needs including emergency situations such as storms and potential flooding.
- * Receiving assignments from management staff and independently directs the work of maintenance workers and others in the repair and/or maintenance of lift and pump stations.
- * Confering with supervisory staff as needed.
- * Recommending to management necessary repairs and improvements within the pumping systems.
- * Assisting in planning and scheduling of lift and pump station projects.
- * Assisting in preparing requisitions for necessary equipment, material and supplies, assisting in preparing equipment specifications.
- * Operating and training others on proper equipment operation.
- * Enforcing and training safe work practices of SB198 programs with all subordinate personnel.
- * Assisting management in preparing budget estimates and other requested reports.
- * Assisting in the maintenance of time sheets and records of materials used.
- * Locating and establishing positive relations with contractors and/or vendors for specific needs.
- * Performing maintenance on SCADA sensors and system components.
- * Entering and maintaining lift and pump station data in a computer database.
- * Performing Lock Out/Tag Out Procedures.
- * Reading meters, changing charts, repairing valves, cleaning wet wells, and entering readings on a computer database.
- * Inspecting, maintaining, and repairing pumps and related equipment at the city's pumping stations and lubricating and re-packing pumps and motors.
- * Inspecting and running stand-by generators.
- * Maintaining knowledge of the latest technology and applying to lift and pump stations.
- * Performing work with a record of regular attendance and punctuality.
- * Inspecting, servicing, repairing and cleaning on a planned, scheduled basis on all storm water facilities.
- * Reading SCADA settings and hourly pump meters, and recording the data on a computer database.
- * Setting pressure on control valves as needed.
- * Responding to flooding conditions in either storm water or waste water.
- * Responding to emergency after hours callouts at any time of the day or night as scheduled/assigned.
- * Operating light and heavy equipment in the performance of project work.
- * Performing minor carpentry, electrical, and painting maintenance on station equipment.
- * Maintaining the City outlets and dewatering structures.
- * Maintaining and cleaning all wet wells and grates to ensure safe egress and egress to all station manholes.

Special Requirements: Vision adequate to obtain a “Class B” driver's license and to operate in high vehicle traffic areas and construction sites; physical stamina to work heavy labor for extended periods of time at project sites; i.e., ability to bend, stoop, or crouch; speak clearly and understandably. Ability to report to work at any hour of the day or night as required during a disaster or other emergency situation. Ability to take after-hours classes or seminars to educate oneself in the ability to repair/diagnose generator and pump failures.

Minimum Qualifications:

Knowledge of: Means and methods for general construction, repairs and maintenance of typical pump and lift station utilities; materials used in construction work; operation of light and heavy equipment; safe work practices; laws and requirements governing safe equipment repair including Lock Out/Tag Out procedures. Minimal knowledge of SCADA systems and how they correspond to pump and lift stations and basic electrical knowledge and basic plumbing knowledge. Understanding and implementing storm water performance standards and Best Management Practices.

Ability to: Think and act quickly in emergencies; judge people and situations accurately; understand and carry out oral and written instructions and/or directions; meet standards of adequate physical stature; endurance and agility; establish and maintain cooperative relationships with management and subordinates; lift up to 90 pounds in a safe manner; perform skilled maintenance activities; supervise assigned crews in the performance of repair tasks; read and interpret work plans; train, monitor, and correct crews in proper safe working habits and procedures and operate computers for record keeping and data input. Communicate effectively orally and in writing, both to supervisors and subordinates. Read and use comprehensive maps involving water, sewer, and storm drain systems to accomplish duties.

Education: Equivalent to completion of the twelfth (12) grade.

Experience: Two years of experience in maintenance and repair of combustion engines; basic computer knowledge; mechanically oriented who can show a history of mechanical ability. Experience in pump and generator maintenance is desired.

License: Must possess and maintain a valid Californian Operator's License issued by the Department of Motor Vehicles with a satisfactory driving record and within six (6) months of hire must possess and maintain a valid California “Class B” driver's license with required Air Break Certification. Within two years of hire must possess a pump and generator certification from an accredited school or training company. Within three years of hire, must possess an Automotive Service Excellence (ASE) Certification.