



<b>Job Title:</b>	Lead Plant Mechanic II
<b>Department:</b>	WWTP
<b>Sub Department:</b>	
<b>Supervisor:</b>	WWTP Maintenance Manager
<b>FLSA:</b>	Non -Exempt
<b>Union:</b>	U.W.U.A. Local #541
<b>Date:</b>	05.10.2023

### **JOB SUMMARY**

This is a skilled supervisory position requiring proven qualifications and experience in the maintenance and operations of a Wastewater Treatment Plant and related facilities. This position, under the direction of the Maintenance Supervisor, will plan, schedule and coordinate the inspection, maintenance and repair of equipment, instruments, and machinery typically associate with Wastewater Treatment Plants and related facilities. This position is distinguished from other supervisory classifications by the level of responsibility assumed, the complexity and coordination required of duties assigned with a “hands-on” involvement in the maintenance activities.

### **ILLUSTRATIVE JOB DUTIES AND RESPONSIBILITIES**

1. Installs, maintains and repairs or rebuilds equipment and machinery relative to the Wastewater Plant and its processes including but not limited to; boilers, generators, variable frequency drives, heating and cooling and plant process equipment.
2. Performs after hours call-in for repair of malfunctioning and/or broken plant equipment and machinery.
3. Assign and supervise preventative maintenance program.
4. Inspect completed work of subordinates for compliance with standards.
5. Creates and maintains computerized and written records relative to the installation, repair and maintenance of plant equipment and machinery.
6. Fills in for the Maintenance Supervisor.
7. Performs all duties of a Treatment Plant Worker I/II including operating plant equipment, machinery and processes, performing permit sampling and laboratory tests, monitoring meters and gauges and keeping a log of plant operations and related records.
8. Inventories, stocks, budgets for an orders and receives parts and equipment relative to the operation of a Wastewater Treatment Plant.
9. Perform other related work as required.

### **QUALIFICATIONS**

*The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.*



Knowledge of:

- Occupational hazards of standard safety precautions necessary in the work.
- Principles and practices involved in the operation of a large capacity wastewater treatment plant.
- The standard practices, methods, tools, and materials used in the mechanical trades, and demonstrated skill in their application.
- Equipment, machinery, and processes utilized in a large capacity wastewater treatment plant and five combined sewer retention basins.
- Federal, State and local laws and regulations applicable to a large capacity wastewater treatment plant and five combined sewer retention basins.

Ability to:

- Perform skilled mechanical tasks independently.
- Ability to operate the Wastewater Treatment Plant standby generators.
- Ability to enter confined space areas to assist in inspections and maintenance.
- Plan, schedule and implement a preventative maintenance program.
- Act quickly and competently in making necessary wastewater operation adjustments.
- Install, rebuild and make skilled repairs to equipment relative to a wastewater treatment plant.
- Enter confined space areas to assist for inspection and maintenance.
- Communicate effectively, both orally and in writing and the ability to understand and accurately follow oral and written instructions to maintain and prepare accurate records and written reports.
- Operate the Wastewater Treatment Plant's standby generators when needed.
- Work with no supervision on afternoon, midnight and weekend shifts.
- Solve complex problems and work effectively under stress.
- Successfully work with and serve a diverse community.

**MINIMUM JOB REQUIREMENTS**

- High School diploma or GED, equivalent.
- A minimum of two (2) years' experience in a skilled maintenance trade involving a variety of mechanical and electrical repair maintenance tasks; or a minimum of one (1) year of vocational/secondary education and/or training.
- A minimum of three (3) years' experience of performing job maintenance activities in a large capacity wastewater treatment plant is preferred.
- A valid Michigan Department of Environmental Quality level "D" certification is preferred. If a certification is not possessed at the time of job acceptance, it will be required to obtain within two (2) years of job acceptance
- Must possess and maintain a valid State of Michigan driver's license.
- Previous experience with the use and operation of, but not limited to; centrifugal, piston and diaphragm pumps.
- Experience in the use of bench and hand tools, machines and mechanical trades equipment.



### **PHYSICAL/MENTAL/VISUAL DEMANDS**

**Environment:** Care and proper procedures in handling hazardous materials and electrical equipment. Must wear personnel protective equipment (PPE) when required. Exposure to wastewater treatment chemicals and process.

**Physical:** Work involves walking, climbing, sitting, kneeling, twisting, stooping and squatting on a regular basis. Overhead work, work above ground, and work in confined spaces is required. Lifting up to 50 pounds and exerting force from 50-100 pounds frequently. Climbing of ladders is required.

**Vision:** 20/20 corrected.

*Bl ZL*

5-18-2023

Director of Human Resources

***The above statements are intended to describe the general nature of work performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.***