

TITLE **Wastewater Treatment Plant
Mechanic I**

CATEGORY Maintenance

DESCRIPTION **JOB OBJECTIVES:** Incumbent is responsible for the operation, maintenance, repair and replacement of a wide variety of equipment used in conjunction within the Portage County Regional Sewer District. Incumbent will assist Wastewater Treatment Operators with their respective areas of responsibility. Incumbent may be utilized to operate any of the Wastewater Treatment Plants within the Regional Sewer District and perform other similar duties as needed to remain in compliance with all State and Federal Environmental Laws, Rules and Regulations.

ESSENTIAL JOB FUNCTIONS:

- Perform or assist in, but not limited to the installation, operation, maintenance, repair, replacement and cleaning of a wide variety of equipment used in conjunction within the Regional Sewer District.
- Troubleshoot, draw conclusions and take necessary actions in including, but not limited to for motors, valves, meters, compressors, generators, drive units, level control devices, lifting devices, bearings and seals, and other equipment used within the Regional Sewer District.
- Perform precision work in including, but not limited to diagnosing and repairing or replacing mechanical, electrical, electronic, hydraulic and pneumatic issues within the Regional Sewer District.
- Proficient use of including, but not limited to welders, cutting torches, drills, saws, alignment tools and a variety of other hand tools.
- Collect information including, but not limited to reading dials, multimeters, gauges, charts and recorders, and record information by means of electronic and hand-written data entry.
- Perform daily safety and maintenance checks of equipment and vehicles.
- Operate a motor vehicle as needed in performing all essential Treatment Plant Mechanic functions.
- Operate motorized heavy equipment including but not limited to dump truck, track loaders, mini excavators, front end loaders, equipment used in transporting the above listed equipment, powered industrial truck (forklift), truck mounted crane, and tanker truck.
- Operate all heavy equipment in a safe and efficient way according to all relevant manufacture's recommendations, policies and procedures.
- Perform but not limited to the installation, maintenance, and repair or replacement of the Regional Sewer District equipment, buildings and grounds.
- Collect wastewater samples as required but not limited to from the various Wastewater Treatment Plant facilities/waterways within the Regional Sewer District as required and deliver samples as directed to the appropriate testing laboratory.
- Respond to and resolving customer inquiries and complaints.
- Demonstrate regular and predictable attendance.

- Maintain a safe and clean working environment and abide by all health and safety procedures, rules and regulations adopted by the Portage County Water Resources Department.

NON-ESSENTIAL JOB FUNCTIONS:

Performs other job functions as needed but not limited to.

I. JOB REQUIREMENTS

Equipment: Ability to use the following equipment: vehicles, various hand and power tools, welding equipment, cutting torches, and wastewater sampling equipment.

Critical Skills/Expertise:

- - Knowledge of Ohio and Federal environmental laws and regulations.
 - Knowledge of County and Departmental policies and procedures.
 - Knowledge of pump station and wastewater treatment plant operations.
 - Knowledge of chemical testing procedures.
 - Knowledge of light, medium, and heavy equipment operation and maintenance.
 - Knowledge, ability and skills in mechanical, electrical, plumbing, carpentry, and construction installation and repair procedures.
 - Knowledge of standard practices, methods, materials, tools and safety procedures relevant to the maintenance of the Regional Sewer District System Equipment.
 - Knowledge of System Control and Data Acquisition (SCADA) and the ability to troubleshoot.
 - Knowledge of working with electricity as well as electrical safety and lock out procedures.
 - Ability to read and interpret drawings, specifications and technical manuals for maintaining equipment.
 - Ability to keep good records of daily activities.
 - Ability to work alone, to cooperate with co-workers on group projects and to effectively deal with the public.
 - Ability to use basic mathematical calculations.
 - Ability to effectively monitor and coordinate maintenance activities.
 - Ability to understand oral and written communications.
 - Ability to perform precision work, diagnose mechanical, electrical, electronic, hydraulic and pneumatic problems.
 - Ability to maintain electronic files on computer for accurate work records.
 - Ability to produce handwritten communications, type on a computer or typewriter, operate fax machines, copiers, or other light office equipment.
 - Ability to work in but not limited confined spaces, elevated areas, and work around industrial chemicals found within the Wastewater Treatment Plant Division.

Job Standards: High School education or equivalent is required. Must have a valid Ohio driver's license and process a valid Ohio EPA Class II Wastewater Operators License. Will consider any of the following: an EPA Wastewater Operators License, O.I.T, I, or a II in Collections with the understanding that the successful candidate must obtain a valid Class II Wastewater Operators License within one year. A one six-month extension may be granted if the successful candidate has shown that an earnest effort has been made towards obtaining a valid Ohio EPA Class II Wastewater Operators License. Must possess and maintain a valid State of Ohio Class A commercial driver's license with airbrake and tank vehicle endorsements and maintain continuing eligibility under the existing County driver eligibility standards.

II. DIFFICULTY OF WORK

Work involves moderately complex, relatively standardized tasks, processes and operations following established procedures.

III. RESPONSIBILITY

Supervisor provides general direction in following established practices and policies. Errors are readily detected in the normal course of work by standard checking resulting in little or no difficulty in loss of time to correct. In emergency or critical situations, this position must exercise independent judgment when interpreting general policies and procedures, in addition to resolving work problems relating to a variety of equipment at the various Wastewater Treatment Plant facilities/waterways within the Regional Sewer District.

IV. PERSONAL WORK RELATIONSHIPS

Incumbent has contact with co-workers and the public.

V. PHYSICAL EFFORT AND WORK ENVIRONMENT

Physical Requirements: Incumbent's work is identified as heavy work, requiring the lifting of up to one hundred (100) pounds occasionally.

Physical Activity: Incumbent performs the following physical activities: climbing, balancing, stooping, kneeling, crouching, crawling, reaching, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, driving and repetitive motions.

Visual Activity: Incumbent performs work where the seeing job is at or within arm's reach. Must be able to drive an automobile.

Job Location: Incumbent works inside and outside with exposure to temperatures that range from below 32 degrees to above 100 degrees for periods of more than one hour. Incumbent is occasionally

exposed to hazards and atmospheric conditions. Incumbent may be required to use a respirator and air monitoring equipment.

Hours of Work The Regional Sewer District is a 24 hours per day, 7 days per week operation. The position of Treatment Plant Mechanic functions with limited supervision. In addition to normally assigned shifts, the Treatment Plant Mechanic is required to respond when requested during non-scheduled hours.

The duties listed above are intended as illustrations of the types of work that may be performed. The omission of specific job duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

**POSITION
REQUIREMENTS**

**FULL-
TIME/PART-
TIME** Full-Time

SHIFT Days

**UNION OR NON-
UNION** Union

**CLASSIFIED OR
UNCLASSIFIED** Classified

**WORKING
HOURS**

SALARY \$28.00 per hour

POSITION Wastewater Treatment Plant Mechanic I

CLOSE DATE

**POST INTERNAL
DAYS** 0

**NUMBER OF
OPENINGS** 1

**EXEMPT/NON-
EXEMPT** Non-Exempt

REQ NUMBER MAI-24-00009

OPEN DATE 6/25/2024

LOCATION Portage County Water Resources Department

**EOE
STATEMENT**

Portage County is an Equal Opportunity Employer. Applicants requiring reasonable accommodation with the application and/or interview process, please notify the person from whom you obtained this application. All applicants are considered for positions without regard to race, color, religion, sex, national origin, age, marital status, medical condition or disability, veteran/reserve/national guard status, genetic information or any other legally protected status.

THIS POSITION IS CURRENTLY ACCEPTING APPLICATIONS.

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