



LAKEHAVEN WATER AND SEWER DISTRICT Job Description

POSITION TITLE MAINTENANCE TECHNICIAN I (LEVEL 7)	
DEPARTMENT: WASTEWATER OPERATIONS	SUPERVISOR: WASTEWATER OPERATIONS SUPERVISOR OR DESIGNEE
FLSA STATUS: NON-EXEMPT	INCUMBENTS(S):
SII CODE: 1501	REVISION DATE: 2019-04-25
REPRESENTED BY: IUOE	REVIEW DATE:

JOB SUMMARY:

Performs and/or assists with minor and major maintenance, repairs, and replacement of equipment and construction of supporting structures used in the wastewater treatment plants operated by the District.

Work is generally performed under close supervision.

ESSENTIAL JOB FUNCTIONS:

- Maintains regular, predictable attendance.
- Physical ability to conform with all safety requirements.
- Repairs, maintains, and replaces vital equipment systems by lubricating motors and equipment, replaces packing or mechanical seals, replacing bearings in pumps/motors and other equipment, performing plumbing/pipe fitting and minor electrical tasks, and bracing/setting new equipment.
- Perform general maintenance, painting, and repair to building structures, equipment, and grounds.
- Operates heavy machinery (Cranes, forklifts, backhoe, front loaders, 1 ton truck and trailer combination, tanker truck, dump truck, and vactor truck for plant use).
- Trains to perform incidental welding tasks.
- Exercises good judgment and makes decisions within the scope of assignment.
- Trains to perform routine operator tasks.
- Notifies supervisor of any problems or safety hazards identified in the course of the work shift.
- Complies with all safety measures and procedures at all times.
- May require shift, weekend, and holiday work.
- Available for after hour emergencies.

ADDITIONAL DUTIES AND RESPONSIBILITIES:

- May perform minor electrical work as necessary.
- May be assigned tasks and/or job duties of other operators or maintenance positions as deemed necessary.

EDUCATION AND EXPERIENCE:

- High School diploma or equivalent.
- Experience in related equipment and/or facility maintenance preferred.
- ABC Board of Examination Maintenance Technician 1 certification within two (2) years of appointment.
- Must obtain within one (1) year from initial employment, a valid Washington State Competency certificate "Group I - OIT" as a Wastewater Treatment Plant Operator.
- A valid Washington State "Cross-Connection Control Specialist (CCS)" certification, desired but not required.
- Must obtain within one (1) year from initial employment, any required certifications or licences applicable to the utility; i.e., First Aid Training, Certified Flagging, Confined Space Entry, ect.

KNOWLEDGE SKILLS AND ABILITIES:

- Basic knowledge of mechanical systems.
- Knowledge of the types and uses of common hand tools and power equipment used in operation and maintenance work.
- Good mechanical aptitude and ability to learn semi-skilled tasks without close supervision.
- Familiarity with construction record drawings.
- Requires some basic knowledge of electricity.
- Ability to assist with operation of plant equipment and pumps.
- Ability to learn and follow job procedures, rules, and safety.
- Familiarity with Computer Maintenance Management Systems (CMMS) and ability to learn basic functions.

GENERAL REQUIREMENTS:

- Ability to communicate courteously, effectively, tactfully, and maintain confidentiality.
- Demonstrate good written and oral communications skills.
- Ability to carry out oral and written instructions.
- Ability to organize and prioritize workload.
- May perform task/job duties of other work unit positions in order to balance workload and/or cross train personnel.
- Proficiency with common office practices, equipment and software.
- Follow all safety requirements set forth by District policy, State and Federal codes.
- Follow all District Policies and Procedures.
- Other duties as assigned.

SPECIAL REQUIREMENTS:

- Must have valid WA State Driver's license.
- Must obtain a Class A Commercial Driver's License (CDL) for manual transmission vehicles, together with a Tanker Hazardous Materials endorsement within eighteen (18) months of training start date as defined by the District.

WORK ENVIRONMENT:

- Work is generally performed in a plant environment.
- May require shift, weekend and holiday work as required by emergency or work assignment.

- Anticipated to respond in emergency situations.
- Work is generally performed in an environment consisting of loud noises, biological agents, chemical hazards, and odors associated with wastewater treatment plants.
- Ability to work in and around confined space areas.
- Ability to perform manual tasks involving physical strength and endurance.
- Requires visual and hearing acuity and substantial manual dexterity.
- Ability to withstand exposure to variable weather conditions.
- Ability to work from elevated conditions (i.e. from scissor lifts, man-lift baskets, roof tops, or elevated places) with or without scaffolding.
- Able to wear and use a respirator (tight fitting negative and positive pressure type).

MACHINERY, TOOLS, EQUIPMENT, PERSONAL PROTECTIVE EQUIPMENT:

- Equipment utilized includes; miscellaneous hand and power operated tools and equipment associated with treatment plant maintenance and repair; vehicles including small and full size pick-up trucks, single and tandem axle dump, fork lift, boom truck and standard office equipment including a computer.
- Protective equipment shall be comprised of all PPE's associated with chemical, confined space and atmospheric conditions common in the workplace. Level of PPE protection will be determined by District and safety guidelines.

PHYSICAL DEMANDS:

N: Never (not at all)

O: Occasional (1-33% of the time)

F: Frequent (34%-66% of the time)

C: Constant (67%-100% of the time)

STRENGTH: Sedentary Light Medium Heavy Very Heavy

	Frequency	Comments	
Sitting	O		
Standing	C		
Walking	F		
Driving	O		
Lifting: 75 lbs.	F		
Carrying: 75 lbs.	F		
Push/Pull: 75 lbs.	F		
Climbing Stairs/Ladders	F		
Working at Heights/Balancing	O		
Bending at Waist	F		
Twisting at Waist	F		
Crouching/Kneeling	F		
Crawling	O		
Reaching	F		
Repetitive Motion	F		
Handling/Grasping	C	Pinch Grasp 90%	Whole Hand Grasp 50%
<i>Comments for line above:</i>			
Fine Finger Manipulation	F		
Talking	C		
Hearing	C	Indoors 100%	Outdoors 100%
Seeing	C		
Temperature Extreme	O		
<i>Comments for line above:</i>			
Vibration	O		
Other			

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals

may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance the workload.

This job description does not constitute an employment agreement and may be changed or amended at any time to meet the needs of the District.