



LAKEHAVEN WATER AND SEWER DISTRICT Job Description

POSITION TITLE FIELD OPERATIONS EQUIPMENT MECHANIC I (LEVEL 8)	
DEPARTMENT: FIELD OPERATIONS	SUPERVISOR: FIELD OPS SUPERVISOR
FLSA STATUS: NON-EXEMPT	INCUMBENTS(S):
SII CODE: 1507	REVISION DATE: 2019-09-23
REPRESENTED BY: IUOE	REVIEW DATE: 2019-09-23

JOB SUMMARY:

Performs and/or assists with minor and major maintenance and repairs on gasoline and diesel powered vehicles and equipment. Assists with construction and maintenance of equipment in the District shop and in the field as necessary.

Work is generally performed under close supervision.

ESSENTIAL JOB FUNCTIONS:

- Maintains regular, predictable attendance.
- Physical ability to conform with all safety requirements.
- Aply performs routine maintenance or repairs in the shop or in the field on vehicles and equipment such as but not limited to; cars, pickups, front end-loaders, backhoes, single and tandem axle dump trucks, generators, trailers, small engine equipment, and others.
- Aply performs routine repairs, maintenance, and replacements of vital vehicle/equipment components, such as tires, hoses, belts, brakes, radiators, axles, alternators, differentials, hydraulic cylinders, carburetors, water pumps, electrical components, and others.
- Operates and tests heavy machinery (cranes, lifts, front loaders, backhoes, 1-ton truck and trailer combination, tanker trucks, dump trucks, etc.)
- Trains to perform incidental welding tasks
- Exercises good judgment and makes decisions within the scope of assignment.
- Maintains record of vehicle and equipment repairs and preventative maintenance in accordance with established procedures.
- Diagnoses typical malfunctions such as but not limited to; engine, fuel, ignition, electrical and hydraulic systems. Replaces parts and adjust to manufacturer specifications.
- Installs mounts, special equipment or parts to outfit or restore new and old vehicles within the capability of available District shop equipment.
- 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 participate in both construction and major maintenance work to install and set up new equipment.

EDUCATION AND EXPERIENCE:

- High School diploma or equivalent.
- Minimum of one (1) year of acceptable experience with light and heavy equipment maintenance.
- Must obtain within one (1) year of initial employment any required certifications or licenses applicable to the utility (i.e. First Aid Training/CPR, Certified Flagging Safety, etc.).

KNOWLEDGE SKILLS AND ABILITIES:

- Basic knowledge of gasoline and diesel engines, automatic transmissions, differentials, trans-axles, air compressors, air tools, vehicle electrical systems, hydraulic, shop techniques.
- Basic knowledge of vehicle body repairs and refinishing, including upholstery work as required.
- Good knowledge of the types and uses of common hand and power tools and standard devices used in light and heavy equipment maintenance and repair.
- Good mechanical aptitude and ability to learn skilled task without close supervision.
- Able to read, understand and apply shop manual information i.e., tune-up specifications, mechanical component tolerances and assembly/re-assembly sequences.
- Requires some basic knowledge of electricity.
- Ability to learn and follow job procedures, rules, and safety requirements.
- Ability to track and document work performed.
- Familiarity with Computer Maintenance Management Systems (CMMS) and the ability to learn basic functions.
- Ability to operate a mobile radio.

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 and automatic transmission vehicles, together with a Tanker and Hazardous Materials endorsement, within eighteen (18) month from training start date as defined by the District.

WORK ENVIRONMENT:

- Work is generally performed in a field 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, chemical hazards, and potential fumes.
- Requires the ability to perform manual task involving physical strength and endurance.
- Requires visual and hearing acuity and substantial manual dexterity.
- Requires the ability to withstand exposure to variable weather conditions.
- Requires the ability to wear and use a respirator (tight fitting negative and positive pressure type).

MACHINERY, TOOLS, EQUIPMENT, PERSONAL PROTECTIVE EQUIPMENT:

- Motorized vehicles and equipment, including pickup truck, CDL vehicles, backhoes, excavators, loaders, dump trucks, vactors/jet rodders, tanker trucks, asphalt rollers and forklifts. Other machinery, tools and equipment include generators/power units, pumps, oxy/acetylene tanks, drill presses, grinders, band saws, hydraulic/manual presses, hydraulic shears, pressure washers, compressors, jack hammers, compactors/tampers, hole hogs, hoists/booms, blowers, chop saws, asphalt/concrete saws, fall devices/harnesses, respirators, gas detectors, pressure gauges, multimeters, micrometers, computers, printers, fax machines.
- 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	F		
Standing	F		
Walking	F		
Driving	F		
Lifting: 75 lbs.	F		
Carrying: 75 lbs.	F		
Push/Pull: 75 lbs.	F		
Climbing Stairs/Ladders	F		
Working at Heights/Balancing	F		
Bending at Waist	F		
Twisting at Waist	F		
Crouching/Kneeling	F		
Crawling	F		
Reaching	F		
Repetitive Motion	O		
Handling/Grasping	F	>67% Pinch Grasp	>67% Whole Hand Grasp
<i>Comments for line above:</i>			
Fine Finger Manipulation	F		
Talking	F		
Hearing	F	100% Indoors	100% Outdoors
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.