

MAINTENANCE III (Tonopah Public Utilities)

FLSA Status: Non-Exempt

DEFINITION:

Under direct supervision of Maintenance Foreman and/or Utility Supervisor Responsible for the maintenance, repair, and monitoring of water and wastewater plant operations and distribution for Tonopah Public Utilities and performs related work as required.

DISTINGUISHING CHARACTERISTICS:

Employee is fully competent to independently perform the full range of duties assigned, and the independence with which employees are expected to perform.

ESSENTIAL FUNCTIONS: *(Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).*

1. Performs manual labor as directed, as related to customer services and/or the wastewater treatment plants. Required to operate power saw, jackhammer, soil compactor or other power equipment as necessary.
2. Required to perform on call duties on a rotating basis.
3. Conducts meter reads at least monthly, and as requested.
4. Assists customers in response to their service requests and work orders.
5. Demonstrates professional attitude with courtesy and tact in all interactions with public and other Tonopah Public Utilities/Town employees.
6. Maintains equipment and performs minor repairs to equipment (oil changes/tire maintenance, etc.).
7. Install meter boxes, water and sewer pipe, manholes and related items as required.
8. Operates heavy equipment, i.e., dump truck, front loader, backhoe, in performing the assigned work activities.
9. Subject to work with wastewater.
10. Subject to twenty-four (24) hour call out.
11. Regular and consistent punctuality and attendance.

QUALIFICATIONS FOR EMPLOYMENT:

Knowledge and Abilities:

Knowledge of:

- Operations, services, and activities of a water distribution system and wastewater treatment program;
- Methods and techniques of pump regulation;
- Methods, materials, and procedures used in inspection, repair, and maintenance of water systems;
- Chlorine formulas and testing techniques;
- Occupational hazards and standard safety practices;
- Pump capabilities to regulate water flow;
- Chemical and chemical feeders;
- Principles of hydraulics;
- Basic mathematical skills.

Ability to:

- Obtain a Water Distribution I certificate within eighteen (18) months of employment;
- Maintain Water Distribution I certificate throughout employment;
- Operate a variety of pumping equipment in a safe and effective manner;
- Learn the principles and regulations of the treatment and distribution of reuse water;
- Perform less complex wastewater treatment operations;
- Recognize improper pump operation through visual or auditory inspection;
- Perform preventative and corrective maintenance on facility equipment;
- Calculate chemical needs of wastewater based on analysis results;
- Read and write English at a level necessary to perform essential functions;
- Work in confined spaces wearing breathing apparatus;
- Understand and follow oral and written instructions; and
- Communicate clearly and concisely, both orally and in writing.

Required Certificates and Licenses:

Possession of a valid driver's license. Water Distribution I Certificate (within eighteen (18) months of employment). Must maintain certification throughout employment.

Experience and Training:

Any combination of training, education, and experience that would provide the required knowledge and abilities. A typical way to gain the required knowledge and ability is:

Graduation from high school G.E.D. equivalency and minimum of two (2) years similar work experience required.

Physical and Mental Requirements:

The physical and mental requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.

Strenuous physical work including frequent lifting and loading of heavy objects (up to one hundred (100) pounds), digging, shoveling, raking; physically demanding work for continuous and lengthy period of time, often combined with bending, twisting, squatting, reaching, and working on irregular surfaces; strength, dexterity, and stamina to stand for long periods and to perform manual tasks using heavy equipment, heavy hand and power tools. Frequent standing in combination with walking throughout work shift on all types of terrain up to ¼ to 1 mile per shift, depending on area assigned.

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Applicants and incumbents are encouraged to discuss potential accommodations with the employer.

WORKING CONDITIONS:

Work is performed under the following conditions:

Most work is performed outside with exposure to extreme weather conditions including heat, rain, snow, cold, and wind. Frequent exposure to noise, dust, fumes, odors, and vibrations. Potential exposure to waste, hazardous and infectious waste, toxic chemicals, and solvents such as herbicides and/or pesticides, paints,

and cleaning materials. The noise level in the work environment is often loud. Work will occasionally be performed in confined areas. Work may be performed independently and may be in isolated geographic areas.

Employee's Acknowledgment: I acknowledge that I have read and understand the above job description and have received a copy for my records.

Employee Signature

Date

Print Name