

CITY OF FOLSOM

LEAD PLANT MECHANIC

DEFINITION

Under direction, lead a crew in the maintenance and repair of water and wastewater facilities; perform and oversee a variety of skilled repair, maintenance, and service work on equipment at the water treatment plant, the water and sewer lift stations and pump stations, or in underground water distribution facilities. Incumbents may oversee, monitor, and/or direct lower level personnel.

DISTINGUISHING CHARACTERISTICS

This is the lead level in the Plant Mechanic series. Incumbents provide direction to lower level staff including assigning, directing, and reviewing the work of staff. Positions at this level are distinguished from those in the lower classification of Plant Mechanic by the independence with which incumbents perform their duties of handling the most difficult and complex work and performing lead work. This class is distinguished from the supervisory class in the series in that the latter serves as the full supervisor of incumbents in the lower levels of the series.

EXAMPLES OF ESSENTIAL DUTIES

NOTE: The following are the duties performed by employees in this classification. However, employees may perform other related duties at an equivalent level. Each individual in the classification does not necessarily perform all the duties listed.

- Plan, organize, lead, and review the work of the staff involved in a variety of water and wastewater maintenance, repair, and construction work.
- Develop schedules and methods to accomplish maintenance goals and requirements.
- Ensure all maintenance work is completed in timely, efficient, and safe manner.
- Recommend improvements and provide staff training to increase efficiency or improve performance.
- Maintain and prepare records and reports including work schedules, preventative maintenance schedules, and material and equipment use.
- Plan and recommend materials and equipment needed for each assigned project.
- Participate in a full range of water and wastewater maintenance, performing the most difficult duties.
- Operate a full range of heavy and light equipment such as loaders, tractors, dump trucks, tapers, and concrete saws as required.
- Prepare reports and sketches for small construction projects.
- Ensure all work performed is completed in a safe manner.
- Perform related duties as assigned.

EMPLOYMENT STANDARDS

NOTE: The level and scope of the following knowledge and abilities are related to duties listed under the “Examples of Essential Duties” section of this specification.

Knowledge of:

- Methods, materials, practices, and equipment used in utility construction, maintenance, and repair activities.
- Types and levels of maintenance and repair activities generally performed in a utility maintenance program.
- Elements of construction technology as they relate to the assigned construction maintenance and repair activities.
- Principles of hydraulics and control systems.
- Principles of operation of water treatment and distribution systems.
- Principles of lead supervision, training, and performance evaluation.
- Safe work practices.

Ability to:

- Establish and implement work safety methods.
- Interpret and work from sketches, penciled layouts and blueprints, and prepare plans for minor projects.
- Perform a variety of design and fabricating duties.
- Make visual inspections of plant operations ensuring that operational problems have been located and corrected.
- Operate a wide variety of light and heavy equipment.
- Use and care of hand tools and related equipment.
- Keep records and create reports.
- Understand and follow oral and written instructions.
- Effectively communicate verbally and in writing.
- Supervise, train and evaluate assigned staff.
- Establish and maintain effective working relationships with those contacted in the course of work.

Minimum Qualifications

Experience:

Two (2) years of responsible work experience performing duties comparable to that of a Plant Mechanic in the City of Folsom.

Desirable Qualifications:

Completion of trade school or advanced training in industrial equipment and repair is highly desirable.

License, Certificate, Registration Requirements:

- Possession of, or ability to obtain and retain, a California driver license of the category required to perform the duties of the position by the time of appointment. Individuals who do not meet this requirement due to a disability will be reviewed on a case-by-case basis.
- Possession of Grade T1 or D1 certificate issued by the California Department of Health Services within one year of employment.

Physical Requirements:

Work is performed in a typical office environment. (1) Mobility: frequent use of keyboard; frequent sitting for long periods of time; occasional bending or squatting. (2) Lifting: frequently up to 10 pounds; occasionally up to 25 pounds. (3) Vision: constant use of overall vision; frequent reading and close-up work; occasional color and depth vision. (4) Dexterity: frequent repetitive motion; frequent writing; frequent grasping, holding, and reaching. (5) Hearing/ Talking: frequent hearing and talking, in person and on the phone. (6) Emotional/ Psychological: frequent decision-making and concentration; frequent public and/or coworker contact; occasional working alone. (7) Environmental: frequent exposure to noise.

Information Block

Class Code:

FLSA Status:

Established:

Revised:

Retitled:

Workers Compensation Code

Bargaining Unit: