



JOB TITLE: Maintenance Mechanic Lead
ASSIGNMENT: Fleet or WW Operations
DEPARTMENT: Maintenance
REPORTS TO: Maintenance Manager
FLSA STATUS: Non-Exempt

SUMMARY OF POSITION

The primary function of the position is to perform and oversee the skilled maintenance and repair of the wastewater pump stations, treatment facility, advanced water treatment facility, reclaimed water distribution and disposal facilities or District fleet and rolling stock equipment. This position serves as the crew lead and provides direction to mechanics and trainees. The incumbent is guided by assignments received from the Maintenance Manager but is carried out with considerable independent judgment in accomplishing the work. This is a District safety-sensitive position in accordance with Arizona law and a DOT safety-sensitive position.

ESSENTIAL FUNCTIONS

Performs duties and responsibilities commensurate with assigned department which may include, but are not limited to, any combination of the following:

- Serves as a Lead to staff to include training, planning, organizing, assigning, directing, and reviewing the work of subordinate employees.
- Oversees and directs subordinates in the operation and maintenance of facilities during assigned shifts to meet all applicable safety and regulatory requirements. Assists in developing and implementing techniques and methods of maintenance which increase efficiency and safety.
- Perform preventative maintenance on vehicles and/or equipment and records information in Computerized Maintenance Management System (CMMS).
- Assists Maintenance Manager in implementing a periodic equipment maintenance program consistent with manufacturers specification and industry standards.
- Responsible for maintaining a clean and safe work environment.
- Inventories, organizes, and maintains tools, spare parts and supplies so that they are readily available when needed. Initiates procurement for replacement of inventory.
- Provides input to Maintenance Manager and District Manager relative to the annual budget requirements of the Districts equipment maintenance function.
- Performs other duties as assigned.

Fleet Assignment:

- Inspect, maintain, and repair all aspects of a wide variety of gas, diesel, and electric powered automotive and specialized powered equipment, which include golf carts, forklifts, backhoes, small pumps, compressors, and various other equipment.
- Diagnose and repair on-board computer systems and sub-systems such as gas/diesel engines, ignition systems, air/electric and or hydraulic brakes, hydraulic and electrical systems, computerized engines and transmissions controls, steering components, exhaust and emissions systems, suspension systems, heating and air conditioning, and etc.
- Perform fabrication as needed to upfit vehicles, to include welding, cutting, installing emergency lighting, installing equipment on or in vehicle for District needs.
- Takes emergency service calls for disabled vehicles on the road or at work sites as needed.
- Operates a variety of machinery, equipment and tools associated with repairing and maintaining vehicles and equipment which may include hoists, vehicle lifts, jacks, battery chargers, air compressors, testing and diagnostic equipment, tire installation and balancing equipment, etc.

WW Operations Assignment:

- Inspect, maintain, and repair all aspects of a wide variety of wastewater conveyance and treatment equipment, such as pumps, motors, valves, tanks, piping, screens, mixers, air compressors, and other equipment.
- Replaces, modifies, rebuilds, and installs mechanical equipment on various electric, hydraulic, and pneumatic systems.
- Replaces, modifies, rebuilds, and installs equipment and piping on chemical systems such as chlorine gas, liquid bleach, and other chemicals.
- Safely and skillfully operate various equipment including, but not limited to, cranes, forklifts, aerial manlifts and backhoes as part of maintenance activities.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of and ability to adhere to District policies and procedures.
- Ability to plan, direct and supervise the work of subordinate employees.
- Knowledge of safety policies and practices in a fleet repair facility or wastewater treatment plant.
- Knowledge of heavy equipment hydraulic systems operation and maintenance.
- Proper use and disposal of hazardous materials in accordance with established guidelines.
- Advanced skills in the use and care of tools and mechanical equipment.
- Reading electrical schematics, hydraulic flow charts, O&M manuals, and shop manuals.
- Understand and communicate, verbally and in writing, work instructions and records of repairs completed.
- Ability to complete required OSHA and other safety training classes.
- Ability to understand and follow oral and written instructions in the English language.
- Proficient knowledge of software programs and applications including Microsoft Office products, computerized maintenance management program, and other identified applications related to the field.
- Ability to prioritize and assign work in keeping with the priorities of Department Managers and the District Manager.
- Ability to work cooperatively and professionally with all other District employees, vendors, and the public.

WORK ENVIRONMENT AND PHYSICAL DEMANDS

- Most work is performed in a plant/field setting, often outdoors, with occasional work done in an office environment.
- Ability to work in a wide variety of weather conditions and exposure to the elements.
- Ability to lift and move heavy objects (100 pounds) short distances (20 feet or less).
- Sufficient strength to lift objects up to 50 pounds.
- Ability to work in small, cramped spaces and comply with confined space entry procedures.
- Ability to safely drive District vehicles and operate equipment such as fork trucks, front end loaders/backhoes and aerial lift equipment.
- Ability to use common hand tools and equipment for operation and maintenance tasks such as: hammers, power drills, screwdrivers, power saws, pressure washers, etc.
- Ability to wear protective equipment as required, such as a respirator, hard hats, safety-rated steel-toed boots, and retrieval harness.

- Sufficient body flexibility, mobility, stamina, and balance to perform operation and maintenance tasks which require moderate, though not constant physical effort, typically involving some combination of climbing, balancing, stooping, kneeling, crouching, crawling, climbing stairs and ladders, lifting, carrying, pushing and/or pulling of objects and materials of moderate weights, walking over uneven terrain.
- Visual and muscular dexterity to operate a motor vehicle, equipment, hand tools and computer.
- Sufficient clarity of hearing, with or without reasonable accommodation, which permits the employee to discern verbal instructions, communicate with other employees and the public, and discern warning or emergency alarms, including vehicle back-up warnings.
- Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to comprehend written work instructions and work orders, technical and operational documents, discern color-coded equipment indicators, and move over rough or unfamiliar terrain.
- Sufficient manual dexterity, with or without reasonable accommodation, which permits the employee to operate a variety of power and hand tools to adjust or maintain equipment.
- Seldom sedentary and includes walking or moving.

REQUIRED CREDENTIALS, EDUCATION AND WORK EXPERIENCE

- High school diploma or GED equivalent.
- Vocational training and 8-10 years of experience as a fleet or equipment mechanic.
- Other combinations of experience and education which provide the knowledge and skills required to perform the job may be considered.
- *Fleet Assignment:* Must possess or ability to obtain an Arizona Class “B” Commercial Driver’s License with tanker endorsement within 6 months of hire.
- *WW Operations Assignment:* Must obtain and maintain certification to wear respirator in accordance with OSHA requirements.

PREFERRED QUALIFICATIONS for WW Operations Assignment:

- ADEQ Operators Certification Grade 3 or 4

PREFERRED QUALIFICATIONS for Fleet Assignment:

- ASE medium/heavy truck certifications
- A/C refrigerant handlers’ card

ADDITIONAL REQUIREMENTS

- This is a safety sensitive position that must pass a post offer/pre-employment drug screening, background check and physical.
- This position is subject to random drug and alcohol testing throughout the period of employment in accordance with the District’s Drug-Free Workplace Policy.
- This position requires the use of District vehicles for business. A valid, unrestricted driver’s license with no major citations within the past 39 months prior to the start date is required.

EQUAL OPPORTUNITY EMPLOYER

FHSD is an equal opportunity employer. FHSD shall employ, without discrimination as to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform essential job functions.

DISCLAIMER

Some incumbents may not perform all the duties listed or may perform related duties as assigned. This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the position change.