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

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## SUMMARY OF POSITION

The purpose of this position is to perform maintenance and repair work on wastewater process equipment located at pump stations, the wastewater treatment plant, the advanced wastewater treatment facility, and recycled water distribution wells and facilities. Work is performed under the direction of the Maintenance Manager and Lead Mechanic(s) but exercises independent judgement in accomplishing the work. This is a District safety-sensitive position in accordance with Arizona law.

## ESSENTIAL FUNCTIONS

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

- Performs corrective, preventative, and predictive maintenance to ensure proper operation of wastewater 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 operates equipment including, but not limited to, cranes, forklifts, aerial manlifts and backhoes as part of maintenance activities.
- Responsible for maintaining all tools and equipment in safe operating condition.
- Responsible for maintaining a clean and safe work environment.
- Troubleshoots and diagnoses equipment problems and implements effective repairs and adjustments.
- Prepares, plans, schedules, processes, and completes work orders utilizing a computer maintenance management system (CMMS) to aid in asset management and inventory control.
- Inventories, organizes, and maintains all spare parts and supplies so that they are readily available when needed. Research and orders materials, maintenance supplies, and new equipment from outside vendors; maintains parts inventory and equipment information.
- Provides technical training; participates in training and startup of new equipment, systems, and processes.
- Sets up and operates various electric welding machines to weld parts made of commonly used metals.
- Perform facility maintenance and repairs consisting of but not limited to drywall, paint, plumbing, HVAC, door (building and roll up), roof repair, and any other semi-skilled mechanical work.
- May need to respond to emergency or abnormal facility situations outside of normal work shifts.
- Drives District vehicles in accordance with District policy as needed.
- Performs other duties assigned.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES**

- Knowledge of District policies and procedures.
- Proper use and disposal of hazardous materials in accordance with established guidelines.
- Skill in the use and care of tools and mechanical equipment.
- Methods, materials, equipment and practices of mechanical and electrical maintenance and repair.
- The operation, maintenance, and repair of all types of pumps, motors, valves, gear assemblies and bearings.
- Understand and communicate, verbally and in writing, work instructions and records of repairs completed.
- Ability to understand and follow oral and written instructions in the English language.
- Ability to provide guidance and training for new maintenance staff.
- Read and interpret mechanical or electrical drawings and manufacturer's product information.
- Ability to complete required OSHA and other safety training classes.
- Basic knowledge of software programs and applications including Microsoft Office products and web-based programs.
- 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.
- Maintenance Mechanic 2 requires a minimum of 2 years of equipment repair experience and generally works under the direction of supervisory mechanics.
- Maintenance Mechanic 3 requires a minimum of 8 years of equipment repair experience and increased skill and technical knowledge. Maintenance Mechanic 3 generally works independently and has a greater ability to troubleshoot, diagnose issues, and implement needed repairs with minimal guidance.
- Other combinations of experience and education which provide the knowledge and skills required to perform the job will be considered. Experience working on diverse equipment, such as in construction or agriculture industries, will be considered.
- May be required to obtain and maintain an Arizona Class "B" Commercial Driver's License with tanker endorsement within 12 months of hire.
- Must obtain and maintain certification to wear SCBA respirator in accordance with OSHA requirements.
- Must possess and maintain an ADEQ Wastewater Treatment Certification. Grade required dependent on position level: Maintenance Mechanic 2 requires Grade 1 or 2. Maintenance Mechanic 3 requires Grade 3 or 4.

**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.