



# Water Treatment Plant Maintenance Mechanic

Job Specification  
Classification: Non-competitive  
Series: Water Treatment Plant  
Level: 3 of 5

**DISTINGUISHING FEATURES OF THE CLASS:** This is the third level of the Water Plant series and is responsible for repairing and maintaining water plant equipment, as well as making operational adjustments, conducting lab tests, and adding chemicals as necessary. Responsibilities include repairing pumps and related equipment; inspecting equipment and controls; installing new and repaired equipment; and performing preventative maintenance as scheduled. The incumbent does related work as required.

**EXAMPLES OF WORK ACTIVITIES:** (Illustrative only)

- Repairs and maintains chemical feed equipment, process control equipment, pumps, valves, gates, engines, electric motors, chemical feed equipment, and other related flow, pressure control and storage facilities as needed.
- Implements and inspection and preventive maintenance program; and assists with repairs, calibrations, and other maintenance activities at the water treatment facilities, buildings, reservoirs and dams.
- Performs maintenance of building and grounds, including operation of mowers, chain saws, snow removal equipment, and painting supplies.
- Installs and upgrades new equipment as needed.
- Maintains and updates records concerning the technical maintenance program and those related to compliance with state and federal regulations on materials and related issues.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, AND ABILITIES:**

Knowledge of:

- Principles and practices necessary in the operation and maintenance of a water treatment and related facilities;
- Programs in preventive maintenance and project management;
- Applicable tools and equipment for plant maintenance;
- Recordkeeping practices and log maintenance;
- Basic occupational health and safety procedures;
- Safe work practices;
- Applicable federal, state, and local laws, rules, and regulations.

Ability to:

- Use tools necessary in making repairs and adjustments to mechanical (pumps, engines, motors, blowers, air compressors, hydraulic operators, valves, piping systems, etc.) and electrical equipment (transmitters, receivers, instrumentation, telemetering, computers, logic controllers, etc.);
- Understand and carry out oral and written instructions and prepare simple written reports;
- Compile data and information;
- Keep maintenance and water test results and logs according to guidelines;
- Communicate using interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

Physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of a high school equivalency diploma and 2 years in the maintenance and repair of water treatment plant equipment or similar mechanical and electrical equipment.

**MINIMUM QUALIFICATIONS FOR PROMOTION:** 2 years experience as a Water Treatment Plant Operator.

**SPECIAL NECESSARY REQUIREMENT:**

Must hold a IA or IIA water treatment plant certification issued by the NYS DOH, or obtain the certification within 2 years of appointment and must maintain certification for continued employment

Licensing requirements: Valid NYS drivers license.

**Classification history:**

Adopted:

Revised: 3/20/2012