

CITY OF CEDAR RAPIDS POSITION PROFILE	JOB CODE #/TITLE: AF066 WPC Planned Maintenance Technician
POSITION #/TITLE: 0367 Water Pollution Control Planned Maintenance Technician	Adopted: 01-07 Revised: 01-08

POSITION DESCRIPTION

Dept/Division: Utilities/Water Pollution Control	Manager Level: Non-Manager
Salary Plan/Description: AFS/AFSCME	Salary Grade: 32
Reports To Position #/Job Code #/JC Title: 0799/NB204/WPC Maintenance Specialist	Dotted-line Reports To Position #/Job Code #/JC Title:
FLSA Status: Non-Exempt	City Overtime Status (Employee Type): Non-Exempt (Exception Hourly)
Physical Demand Rating: Very Heavy	Work Environment: Uncontrolled
Pre-employment Testing: Drug and health screening after contingent offer.	Position Testing: Physical Qualifications Test; Requires use of SCBA
Personal Protective Equipment: Eye, Face, Hand, Head, Foot, Hearing, Respirator, Fall Protection, Gas Monitor	

General Statement of Duties

This individual reports to the WPC Maintenance Specialist. Responsible for providing technical maintenance services to sustain a continuing program of wastewater treatment.

Distinguishing Features of the Class

Ability to work under immediate supervision; some leeway is granted for the exercise of independent judgment and initiative.

Examples of Essential Work (Illustrative Only)

Administers computerized maintenance management system;
Maintains reference library;
Receives and cost codes invoices;
Schedules contractor services for maintenance and repairs;
Completes daily work plan and updates database;
Prepares and publishes maintenance reports as requested;
Uses analytical instrumentation to amass and record data pertaining to the mechanical condition and longevity of equipment used in water pollution control programs;
Procures oil samples for analysis by outside laboratories, interprets results for corrective action and maintains records of results;
Collects and records other data relevant to operational condition of equipment and equipment systems;
Prepares charts, logs and graphs using data collected and analyzes all data to determine mechanical and operational condition of the equipment;
Advises Maintenance Specialist of condition and longevity of equipment and systems;
Performs rotating equipment balancing utilizing vibration meters;
Maintains historical records on specific equipment and systems;
Wears and properly uses safety equipment including personal protective, fall protection equipment, self-contained breathing apparatus, and gas detection equipment;
Performs all work duties and activities in accordance with City policies, procedures and safety practices;

Attends work regularly at the designated place and time;
Supports continuous process improvement initiatives;
Performs related work as required.

Required Knowledge and Abilities

Knowledge of computerized maintenance management systems;
Knowledge of function, operation and maintenance of pumps, compressors, hydraulic systems and pneumatic systems used in the water pollution control industry, including power generation and ventilation equipment;
Knowledge of safe, effective methods and techniques of maintenance of such equipment;
Knowledge of OSHA permit-required confined space entry protocol, respiratory protection standards, right-to-know laws, CPR, and First Aid;
Skill in application of specified knowledge of repair and maintenance of wastewater collection and treatment equipment;
Ability to properly utilize the following equipment and tools: analytical measuring devices such as vibration meters, shock pulse meters, temperature meters, sonic depth gauges, pressure and power meters, velometers, etc., mechanical hand and power tools, personal protective equipment, gas detectors, fall protection equipment and self-contained breathing apparatus;
Ability to perform confined space entry, including rescue, using permit-required protocol;
Ability to read, write and understand blueprints, diagrams and other specialized literature used with water pollution control equipment;
Ability to work under general supervision and exercise discretion in selection of work method and schedule;
Ability to plan work and to report the monitoring and analysis results;
Ability to work cooperatively and to maintain effective working relationships to accomplish job responsibilities;
Ability to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology;
Ingenuity and inventiveness in the performance of assigned tasks.

Acceptable Experience and Training

Requires a minimum of five years experience in maintenance and repair of wastewater collection and treatment equipment, or equivalent related mechanical experience in the repair and maintenance of pumps, compressors, drive systems and other hydraulic, pneumatic and mechanical equipment; or Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work.

Required Special Qualifications

None

Essential Physical Abilities

Requires the following, with or without reasonable accommodation:
Clarity of speech and hearing which permits the employee to communicate effectively;
Sufficient vision which permits the employee to operate equipment and tools;
Sufficient manual dexterity which permits the employee to operate equipment.
Sufficient personal mobility, with or without reasonable accommodation, which permits the employee to enter and exit vehicles, work in cramped spaces, transport supplies and materials and operate a variety of tools used in maintenance activities.