

CLASS TITLE: MAINTENANCE MECHANIC III

PURPOSE OF THE CLASSIFICATION: Under general supervision is responsible for highly skilled maintenance, installation and repair of complex electrical, mechanical and material, alternative fueling, or fluid transfer systems; and performs other related assigned duties.

ESSENTIAL TASKS: (All Departments)

- Performs lead work and participates with several small work groups engaged in a wide variety of planned and scheduled maintenance and renovation activities
- Performs specialized electrical, pipe fitting, hydraulic and stationary mechanical repairs at a highly skilled level
- Determines supplies and materials required and directs materials and equipment
- Repairs valves, switches, circuitry, switchboards, gears, starters and complex controllers
- Trains staff in proper repair techniques and materials for various facilities
- Repairs large water and grit pumps, generators, motors, compressors and internal combustion engines
- Operates, maintains, directs, and trains others in the use and maintenance of a variety of medium to heavy automotive equipment and power cranes
- Repairs parts, reassembles components and installs into system
- Performs complex diagnosis and repair in adverse working conditions
- Establishes contacts and maintains good relations with the public and other employees
- Maintains worksite safety and completes all related paperwork
- Updates construction project blueprints with field modifications and changes
- Reports to work on a regular and timely basis

In addition to the above tasks, the following tasks may be required by the individual departments.

Water and Sewer

- Maintains and repairs water lines, valves and hydrants
- Performs repair work on diesel and natural gas generators up to 1000 kilowatt, 1500 horsepower
- Performs lab tests on raw and treated water
- Operates and maintains a variety of light to heavy automotive equipment, hand/power tools and equipment
- Oversees care and development of landscaped areas, including directing crews in trimming and removal of shrubs and trees
- Directs a wide variety of building and facility maintenance and renovation including roofing, painting, expansion, re-decoration and floor repair
- Assists electronic technician and electrician installing hardware/sensors to engines/generator controllers and troubleshooting problems
- Inspects generators, automobiles and trucks to locate and determine the extent of needed repairs and safety condition utilizing test equipment and submitting completed monthly work orders
- Performs tune ups and repair work on gasoline and diesel engines, transmissions/drive trains and systems such as heating and cooling/air brake/differential/exhaust/ignition/injection and standard fuel
- Performs skilled repairs, pipe fitting, welding, carpentry, electrical, plumbing and painting as required in the operations/maintenance of wastewater and storm water lift station facilities and directs workers in semiskilled carpentry, plumbing, asphalt, masonry, welding, mechanical and electrical work

Parks & Recreation

- Performs computer work utilizing various software to track cost and monitor chemicals
- Directs workers in semiskilled irrigation systems, water playground and swimming pool repair and maintenance

Fire

- Oversees the maintenance and repair of respiratory equipment, nozzles and valves, tools, breathing air compressors, cascade systems and various other fire-related equipment

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- Performs field service maintenance and repairs to various tools and equipment as needed
- Responds to emergency scenes to provide logistical support as needed
- Drives and operates fuel delivery truck
- Occasionally drives fire apparatus, passenger bus, truck and trailer and similar equipment
- Provides instruction on the care and use of respirators and breathing air compressors

Asset Management

- Repairs fueling dispensers, nozzles, Compressed Natural Gas (CNG) coupler nozzles, compressors, dryers, pumps, high pressure hoses and components
- Repairs fueling station island control units (ICU's), and related components
- Repairs valves, switches, circuitry, switchboards, gears, starters and complex controllers
- Repairs pumps, generators, motors, compressors and internal combustion engines
- Performs mechanical and electrical repairs to stationary and portable generators
- Inspects City fueling sites and generators to ensure proper operation and compliance of equipment
- Maintains and repairs CNG fueling infrastructure
- Performs preventative maintenance and repair work of fueling and generator sites and related equipment
- Troubleshoots electrical components using voltmeters, ammeters, and related testing apparatus
- May operate a bulk fuel dispenser to dispense fuel into a fuel truck
- May drive and operate a fuel truck to dispense fuel to underground fuel tanks, above ground fuel tanks, and off-road equipment
- Performs mechanical and electrical repairs to vehicle and heavy equipment washing facilities

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

QUALIFICATIONS:

Training and Experience: Graduation from high school or possession of a General Educational Development Certificate (GED) and five (5) years of increasingly responsible skilled mechanical maintenance, including three (3) years of experience in the repair, maintenance and installation of large electrical motors, controls and complex mechanical systems, or, in some positions, three (3) years' experience maintaining, repairing, and operating fuel station equipment, CNG compressor stations, and CNG refueling stations or an equivalent combination of training and experience per Personnel Policies and Procedures, Section 128. A CNG Equipment Technician certification may be substituted for one (1) year of experience repairing CNG fueling station equipment in some positions.

Asset Management

Employee will be eligible for a one step pay increase following completion of all required testing that results in obtaining either the Class B Operator Certification or UST/AST Installer Certification with the Oklahoma Corporation Commission. Employee will be eligible for an additional pay step increase for obtaining Alternative Fuel Compressor Technician Certification with the State of Oklahoma. Failure to maintain certifications from which a pay step increase resulted will result in loss of pay step.

Parks Department

Employee will be eligible for a one step pay increase following completion of all required testing that results in obtaining a Certified Pool/Spa Operator Certification. Failure to maintain certifications from which a pay step increase resulted will result in loss of pay step.

Knowledge, Abilities, and Skills: Considerable knowledge of electrical motors and controls and of proper methods of repair and maintenance, including materials handling systems and in some positions water piping repair techniques and procedures; considerable knowledge of the safety requirements of the work performed; and some knowledge of computers to operate motors/pumps and control systems. Ability to make inspections to determine operating condition and needed repairs of mechanical equipment and to

make such repairs expediently so as to cause minimal disturbance to operating schedules; ability to make estimates of labor and materials required to repair, maintain, and service electrical and mechanical units and related equipment; and the ability to understand and influence the behavior of others within the organization, customers or the public in order to achieve job objectives and cause action or understanding. Applicant must possess skill in widely varied electrical and mechanical installation, repair and maintenance. Some positions require general knowledge of the principles and practices used in the operation, maintenance and repair of CNG equipment; and general knowledge of liquid and compressed fuel hazards and safety precautions.

Physical Requirements: Physical requirements include frequent walking and standing; frequent lifts/carries up to 20 pounds with occasional lifts/carries up to 80 pounds; constantly lifts/carries up to 10 pounds; occasional pushing and pulling up to 60 pounds; frequent reaching, balancing, kneeling, bending, handling, feeling, climbing, smelling and twisting; occasional crawling; and vision, speech and hearing sufficient to perform essential tasks. Some positions within this classification may require sitting, use of magnification and good hand-eye coordination.

Licenses and Certificates: Some positions within this classification may require: possession of a valid Oklahoma Class "D" Operator's License; an appropriate water/wastewater license as issued by the Department of Environmental Quality (DEQ); a Class "A or B" Commercial Driver's License (CDL) with applicable endorsements; Pool and Spa Operator's Certification; and technical certification on breathing apparatus, nozzles, fire equipment tools, electrical equipment, including both AC and DC voltage at first opportunity. Some positions may require a Class B Operator Certification or UST/AST Installer Certification with the State of Oklahoma be obtained within one (1) year of hire.

WORKING ENVIRONMENT: Working environment is primarily outdoors and occasionally indoors and in inclement weather. May be exposed to the following: hazardous materials, flammable liquids, cramped work areas, excessive dust, weather/temperature extremes, trench excavations, rough terrains, underground gas/electric/petroleum lines, cutting/chipping/grinding, hazardous/toxic atmospheres, sewage, damp/wet surfaces, snow/ice covered surfaces, insect bites, poisonous plants, toxic fumes/vapors/odors, confined spaces, compressed gases, high noise areas; and may be required to work overtime and be on 24 hour standby.

Class Code: 7511

EEO Code: N-07

Pay Grade: LT-18

Group: Labor and Trades

Series: Equipment and Plant Maintenance

Effective date: May 11, 2018