



CIVIL DIVISION CLASS SPECIFICATION

SENIOR WASTEWATER PLANT MAINTENANCE MECHANIC

DATE ADOPTED: 10/27/22

LAST REVISION: 3/31/25

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DISTINGUISHING FEATURES OF THE CLASS:

This class involves the performance of routine and preventive maintenance and skilled repair and upkeep of a wide variety of mechanical and electrical equipment at a wastewater treatment plant. Incumbents perform their duties independently. Work is performed under the general supervision of a higher level employee. Supervision is not normally a function of this class; however, incumbents may be required to oversee and/or lead in designated projects.

TYPICAL WORK ACTIVITIES:

Typical work activities for incumbents in this title include those listed below in addition to those work activities performed by lower level titles in the series. They are indicative of the level and types of activities performed by incumbents in this title. They are not meant to be all inclusive and do not preclude a supervisor from assigning activities not listed which could be reasonably expected to be performed by an employee in this title. Supervision may be exercised over subordinate employees.

1. Oversees and assists in the performance of schedule maintenance on all plant equipment including, but not limited to, displacement pumps, settling tank collectors, filter heads, centrifuges and sludge handling equipment and related motors and equipment;
2. Performs skilled repairs to plumbing, electrical wiring and equipment, mechanical equipment and machinery, masonry and painting work;
3. Installs and maintains various wastewater treatment equipment as required;
4. Troubleshoots to locate mechanical problems and recommends calling in service contractors as needed;
5. Independently performs preventive maintenance work relative to the wastewater plant system and related equipment;
6. Unloads supplies, moves and relocates heavy items;
7. Participates in snow and ice control activities;
8. May participate in estimating materials and costs for assigned projects;
9. May perform a variety of groundskeeping and cleaning duties;
10. May keep simple records.

FULL PERFORMANCE KNOWLEDGE, SKILLS, AND ABILITIES:

Working knowledge of the common practices, tools, terminology and safety precautions in the operation and maintenance of wastewater and processes; Skill in the use of standard tools and equipment of the trade; Ability to supervise the work of others; Ability to read and understand plans or sketches; Ability to follow oral and written directions; Ability to withstand heavy labor for extended periods; Personal characteristics necessary to perform the duties of the position; Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Three (3) years of paid work experience as a maintenance worker, one (1) of which must be in a Wastewater Treatment Plant



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SPECIAL REQUIREMENT:

A department head may require the possession of an appropriate level New York State driver's license at the time of appointment.

CIVIL DIVISION USE ONLY:

JURISDICTIONAL CLASSIFICATION: Non-Competitive

REVISION HISTORY: 3/31/25