

**Oro Loma Sanitary District**  
2600 Grant Avenue  
San Lorenzo, CA 94580  
(510) 276-4700

**Updated: 02/11/04**

## **MECHANIC I**

### **DEFINITION**

Under general supervision of the Supervisor of Plant Maintenance or lead direction of the Mechanic II, to perform semi-skilled mechanical work in repairing and installing equipment and machinery at the water pollution control plant, District pump stations and other District owned or operated facilities.

### **SUPERVISION EXERCISED**

Provides technical direction and training to lower classifications in the department.

### **IMPORTANT AND ESSENTIAL DUTIES**

1. Perform a variety of semi-skilled work in carpentry, plumbing, concrete, painting and mechanics.
2. Assist in repair, overhaul or replacement of malfunctioning, damaged or worn parts, materials and equipment.
3. Operate, clean, service, maintain and paint equipment, machinery, vehicles, structures, buildings, pipelines, storage tanks and other items found in a waste treatment facility.
4. Assist in installation and set-up of new equipment.
5. Lubricate equipment and inspect for malfunctions.
6. Perform all tasks in a safe manner.
7. Assist the Mechanic II as directed.
8. Perform Computerized Maintenance Management System preventative maintenance duties for the East Bay Dischargers Authority and Oro Loma Sanitary District.
9. Respond to emergency situations.
10. Update maintenance records.
11. Perform other related duties as required.

### **JOB RELATED AND ESSENTIAL QUALIFICATIONS**

#### **Knowledge of:**

- Repair and preventative maintenance techniques and procedures.
- Tools and equipment used in the maintenance and repair of electrical and

mechanical equipment.

- Safe work practices and policies.
- Basic mathematics.

**Skill to:**

- Operate tools and materials involved in the installation, maintenance and repair of mechanical and electrical equipment.
- Operate a variety of vehicular and stationary mechanical equipment in a safe and effective manner.
- Operate a motor vehicle safely.

**Ability to:**

- Read, understand and work from diagrams and installation sketches.
- Understand and follow written and oral direction.
- Keep accurate records.
- Communicate clearly and concisely, both orally and in writing.
- Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

**EXPERIENCE AND TRAINING GUIDELINES**

*Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

**Experience:**

Two years of experience in the field of general maintenance and repair of electrical and mechanical equipment.

**Training:**

Equivalent to the completion of the twelfth grade.

**License or Certificate:**

Possession of, or ability to obtain, a valid California driver's license from the California Department of Motor Vehicles, and a DMV record which meets the District's Driving Standard Procedure No. I.A.5.

Possession of, or ability to obtain, within two years of appointment, a Grade I Certificate in Mechanical Technology issued by the California Water Environment Association (CWEA).

**WORK ENVIRONMENT/PHYSICAL DEMANDS**

The work environment characteristics are representative of those an employee encounters while performing the essential functions of this job. The physical demands are representative of those that must be met by an employee to successfully perform the essential functions of the job.

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

While performing the duties of this job, the employee is frequently required to stand; sit; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, twist, squat or crawl; and talk or hear. Climbing may involve tall ladders, scaffolds, steep stairways, open ditches and deep manholes. The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 75 pounds. Specific vision abilities required by this job include close vision, distance vision, depth perception, and ability to adjust focus and distinguish colors.

Additionally, the employee is frequently exposed to outside weather conditions. The employee is periodically exposed to confined spaces; fumes, dust or airborne particles; domestic waste, toxic or caustic chemicals; extreme cold; extreme heat; electrical and mechanical hazards; and explosive materials. Employees in this classification may perform duties that involve a potential risk of exposure to blood borne pathogens. In addition, employees use power and noise producing tools and equipment. The noise level in the work environment is usually loud.

**Effective Date:** September, 1992

Updated by A. Simion on 02/11/04