



# City of Tempe

## PLANT MECHANIC

JOB CLASSIFICATION INFORMATION			
<i>Job Code:</i>	413	<i>Department:</i>	Municipal Utilities
<i>Supervision Level:</i>	Non-Supervisor	<i>State Retirement Group:</i>	ASRS
<i>Status:</i>	Classified	<i>Market Group:</i>	Plant Operator II+
<i>Safety Sensitive / Drug Screen:</i>	Yes	<i>Physical:</i>	Yes
Click <a href="#">here</a> for more job classification information including current salary range.			

REPORTING RELATIONSHIPS
Receives general supervision from supervisory or management staff.

MINIMUM QUALIFICATIONS	
<i>Experience:</i>	Two (2) years of experience performing hands-on repairs with metal fabrication, plumbing, automobile mechanical, heating ventilation and air conditioning, or industrial equipment. Experience with the maintenance of water and wastewater plant, water distribution and/or wastewater collection systems is preferred.
<i>Education:</i>	High school diploma, GED or equivalency.
<i>License / Certification:</i>	<ul style="list-style-type: none"> <li>● Possession of a valid driver’s license.</li> <li>● Arizona Department of Environmental Quality (ADEQ) certification(s) requirements, depending on assignment:               <ul style="list-style-type: none"> <li><u>When Assigned to the Drinking Water Plants:</u> <ul style="list-style-type: none"> <li>○ Possession of, or required to obtain within six (6) months an ADEQ Grade 1 Water Treatment System Operator Certification.</li> </ul> </li> <li><u>When Assigned to the Kyrene Wastewater Reclamation Facility:</u> <ul style="list-style-type: none"> <li>○ Possession of, or required to obtain within six (6) months an ADEQ Grade 1 Wastewater Treatment System Operator Certification.</li> </ul> </li> <li><u>When Assigned to Field Site Services:</u> <ul style="list-style-type: none"> <li>○ Possession of an ADEQ Grade 1 Water Distribution System Operator Certification.</li> </ul> </li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Possession of, or required to obtain within six (6) months an ADEQ Grade 2 Water Distribution System Operator Certification.</li> <li>○ Possession of, or required to obtain within six (6) months an ADEQ Grade 1 Wastewater Collection Operator Certification.</li> </ul>
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## ESSENTIAL JOB FUNCTIONS

Essential job functions are the fundamental duties of a position: the things a person holding the job absolutely must be able to do.

To actively support and uphold the City's stated mission and values. To perform a variety of hands on skilled and semi-skilled maintenance, repair, installation, and mechanical design activities in support of water and wastewater system facilities and equipment.

## OTHER DUTIES AS ASSIGNED

Please note this job description is not designed to cover or contain a comprehensive listing of all activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

- Follow safety regulations and safe work practices at facilities, including traffic/barricade compliance and confined space entry; adhere to all Occupational Safety and Health Administration and water treatment guidelines.
- Maintain and repair water or wastewater treatment plant pumps and feeder systems; maintain booster stations; check valves, pumps, motors and air lines.
- Install, replace, maintain and repair electric motors and associated components.
- Install, replace, and repair industrial plumbing, and piping systems; maintain, rebuild, install and repair pumps and associated equipment.
- Perform regularly scheduled preventative maintenance work on plant and pumping stations. equipment; maintain comprehensive logs of all maintenance work done on equipment.
- Design and/or modify existing equipment and systems as needed; prepare reports and sketches of installations or changes.
- Repair and install chemical pumps, meters and generating equipment.
- Maintain, install and repair air compressors and associated components.
- Weld, cut, fabricate, braze, solder and repair heavy equipment parts, and plumbing.
- Maintain inventories for spare parts and supplies for all plant and auxiliary station equipment.
- Assist in on-the-job training for co-workers.
- Participation in the standby on call rotation.
- Maintains and repairs any and all mechanical or treatment equipment in a water or wastewater facility.
- Install and clean sand traps, filters, baskets and strainers.
- Prepare reports of equipment use, time, materials, parts, supplies and facility equipment failures.
- Create, update, review and finalize work orders in CMMS.

- Perform Confined Space Entry duties as entrant, attendant and/or Authorized Entry Supervisor as plant duties necessitate.
- Assist in the development of standard operating procedures (SOPs), job hazard analysis (JHAs), memos and reports.
- Adhere to SOPs, JHAs and Safety Data Sheets.
- Perform related duties as assigned.

## COMPETENCIES

CLASSIFICATION LEVEL	INCLUDES	COMPETENCIES
Foundational	All Employees	Inclusion, Communication, Interpersonal Skills, Integrity, Professionalism, and Willingness to Learn
Non-Supervisory	In Addition >	Teamwork, Customer Service, Initiative, and Dependability / Reliability
Supervisory	In Addition >	Staffing, Monitoring Work, Delegating, Development / Mentoring, and Support Others
Manager	In Addition >	Preparing / Evaluating Budgets, Monitoring / Controlling Resources, and Motivating / Inspiring
Deputy Director	In Addition >	Entrepreneurship and Networking
Director	In Addition >	Organizational Vision
<p><i>For more information about the City of Tempe's competencies for all classifications:</i>  <a href="#">City of Tempe, AZ : Competencies</a></p>		

## JOB DESCRIPTION HISTORY

*Revised November 2000*

*Effective February 2000*

*Revised February 2002 (Updated Licenses/Certifications)*

*Revised November 2004 (Eliminated CDL requirement under Licenses/Certifications)*

*Revised August 2006 (Update Experience/CDL requirement)*

*Revised January 2017 (add physical/mental activities)*

*Revised March 2019 (PW Reorg – Moved to Municipal Utilities Dept.)*

*Revised November 2022 (remove SBP, update reporting relationships, min qualifications, and job duties)*

*Revised February 2024 (Update minimum quals, essential functions, and job duties)*

## PHYSICAL DEMANDS AND WORK ENVIRONMENT

**Job Title: Plant Mechanic**

**Job Code: 413**

	Never	Occas.	Freq.	Contin.
ENDURANCE / ENVIRONMENT / MOVEMENT	0% of time	1-35% of time	36-65% of time	66-100% of time
Sit			X	
Stationary / Stand			X	
Move / Traverse			X	
Machinery*				X
Electrical*			X	
Power Tools*			X	
Hand Tools*				X
Personal Protective Equipment*				X
Respirator*				X
Airborne Chemical Exposure			X	
Airborne Biological Exposure			X	
Computer Software			X	
Physically handling of chemicals			X	
Indoors			X	
Outdoors			X	
Around, in or on water				X
Extreme Heat			X	
Extreme Cold	X			
Office Setting		X		
Confined Spaces		X		
Excessive Noise**			X	
Heights		X		
Sewage Exposure		X		
Bodily Fluid or bloodborne pathogen exposure	X			
Bend / Stoop / Twist		X		
Crouch / Squat		X		
Kneel / Crawl		X		
Above Shoulder Level		X		
Below Shoulder Level		X		
Repetitive Arm Use		X		
Repetitive Wrist Use		X		
Repetitive Hand Use		X		
Climb Stairs / Ladders		X		
Neck Range of Motion		X		
Traverse Uneven Surface		X		
Traverse Even Surface		X		

VEHICLE OPERATION	YES	NO
Will this position drive a City vehicle?	X	
Will this vehicle require a Commercial Drivers License?		X

VISION REQUIREMENTS	YES	NO
<b>Close</b> (clear vision at 20 inches or less)	X	
<b>Distance</b> (clear vision at 20 feet or more)	X	
<b>Color</b> (ability to identify and distinguish colors)	X	
<b>Depth Perception</b> (three-dimensional vision, ability to judge distances and	X	
<b>Peripheral</b> (ability to observe an area that can be seen up and down or to the	X	
<b>Ability to adjust focus</b> (ability to adjust the eye to bring an object into sharp focus)	X	

Maximum LIFT / CARRY	Lift	Carry	Maximum PUSH / PULL	Push	Pull
5-25lbs			5-25lbs		
26-50lbs	X	X	26-50lbs		
51-75lbs			51-75lbs		
76-100lbs			76-100lbs	X	X

ADDITIONAL CONSIDERATIONS:
- Must be physically present.
- May require working extended hours, including holidays, weekends, nights, and callbacks. Assignments require stand-by shifts outside the normal work schedule.
- May work alone for extended periods of time.
- Other mental attributes essential to this classification.

*DEFINITIONS/EXAMPLES
<b>Machinery:</b> bucket truck, riding mowers, backhoe etc.
<b>Electrical:</b> wiring, outlets, fuses etc.
<b>Power Tools:</b> push mowers, jackhammers, drills, chainsaw etc.
<b>Hand Tools:</b> hammers, wrenches, shovels, wheel barrels, saws etc.
<b>Personal Protective Equipment:</b> Tyvek coveralls, hard hats, fall protection harness etc.
<b>Excessive Noise</b> exists when you raise your voice to communicate with someone who is 3 ft away.
<b>Respirators:</b> 1/2 face or full-face cartridge.
<b>Hepatitis A and Hepatitis B</b> vaccinations are offered to employees in the OSHA bloodborne pathogens

**\*\*Hearing test is required**