

## MAINTENANCE/ELECTRICAL MECHANIC

### **JOB DESCRIPTION**

Responsible for the maintenance of all plant and pumping station equipment. Reports to Chief of Maintenance. Maintains effective communication and working relationship with fellow employees. These efforts include but are not limited to the following areas of maintenance:

- Performing and maintaining the maintenance program of all plant equipment & tanks
- Mechanical and electrical aptitude
- Assistance with electrical projects throughout the Township
- Electrical and instrumentation repair
- Prepare and update maintenance guidelines and procedures
- Participation in on-call hours
- Maintain a clean and organized work environment
- Ability to interpret a variety of written and oral instructions

### **QUALIFICATIONS PROFILE**

#### 1. Formal Education

- High school graduate or equivalent and vocational tech school graduate

#### 2. Electrical & Mechanical Skills-

- Ability to work with VFD's, MCC's, PLC's, control panels, bubblers, flow meters, level sensors, transformers, voltages 24V DC to 480V AC 3 phase
- Ability to follow wiring diagrams, wire and replace motors, and electrical pumps
- Ability to safely operate a forklift
- Use of hand tools in maintaining plant equipment
- Replacing parts, performing lubrication and filter changes

#### 3. General Requirements-

- Ability to understand work orders and complete maintenance as directed
- Ability to learn and apply computer practices to maintenance procedures
- Ability to maintain harmony in working relationships
- Ability to react promptly and efficiently in emergency situations
- Ability to assemble data in clear, concise reports
- Ability to read and interpret blue prints and schematic drawings
- Ability to adjust to situations involving evaluation of information against measurable criteria and take or recommend appropriate action
- Valid PA Driver's License to pick up parts or deliver equipment

#### 4. General Education Development-

- Must be able to apply knowledge of maintenance to solve practical problems
- Perform ordinary mathematical skills in standard, practical applications
- Establish and maintain communications with superiors and fellow employees, including training
- Prepare or assist in preparation of various maintenance work orders and records

#### 5. Specific Vocational Preparation

- At least 5 years of experience in maintenance preferred
- Must be willing to attend schooling related to maintenance projects and procedures in a continuously evolving field
- Average perception, coordination, and dexterity required

#### 6. Physical Demands

- Light to heavy work involving climbing, balancing, stooping, kneeling, crouching, reaching, talking, handling, hearing, visual acuity, depth perception, and color vision.

#### 7. Working Conditions

- Both inside and outside. Exposure to weather, fumes, odors, dust, and risk of bodily injury. Possible exposure to toxic conditions.
- Ladders and confined spaces