

**"The Public Works Department is committed to providing quality, cost-effective, customer-oriented municipal services that enhance the quality of life for the citizens of Waynesville."**

WAYNESVILLE PUBLIC WORKS DEPARTMENT IS RECRUITING FOR

## **WASTEWATER TREATMENT PLANT MECHANIC**



Currently accepting  
applications.  
Location:  
16 South Main Street  
Waynesville, NC  
28786

### **More Information:**

**[WWW.WAYNESVILLENC.GOV](http://WWW.WAYNESVILLENC.GOV)**

***Salary Range:***

**\$44,883.56 - \$71,813.71 DOE**

**5% SALARY INCREASE**

**AFTER PROBATION\***

**\*MUST ACHIEVE STATE  
LICENSING REQUIREMENTS**

**APPLY IN PERSON OR ONLINE**

**[WWW.WAYNESVILLENC.GOV/DEPARTMENTS/HUMAN-RESOURCES/CURRENT-VACANCIES](http://WWW.WAYNESVILLENC.GOV/DEPARTMENTS/HUMAN-RESOURCES/CURRENT-VACANCIES)**

**CALL CHARLES DILLS FOR MORE INFORMATION: 828-452-4685 OR 828-479-2850**



## The Town of Waynesville, NC

### JOB DESCRIPTION

*To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.*

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#### Treatment Plant Mechanic

Department:	Public Services
Pay Grade 63:	\$44,439.17 - \$71,102.68
Reports To:	Wastewater Treatment Supervisor
FLSA Status:	Non-Exempt

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### Position Summary

The purpose of this class is to perform responsible, skilled mechanical work in the maintenance and repair of the Town's wastewater treatment plants, water treatment facilities, water distribution systems, and wastewater collections systems, and to perform related work as required. This class works according to some procedures but decides how or when to do things; work is reviewed regularly by supervisor.

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## Essential Job Functions

The tasks listed below represent the majority of the time spent working in this class. Management may assign additional tasks related to the type of work of the class as necessary.

- Inspects, maintains, and repairs equipment and systems associated with the Town's wastewater treatment plant, water treatment plant, water distribution, and wastewater collections systems, including pumps, motors, gear boxes, blowers, valves, clarifiers, lift stations, manholes, boilers, presses, compressors, chemical feed systems, and related instrumentation and control systems.
  - Performs skilled mechanical work on a variety of equipment, including high-voltage electrical equipment, SCADA systems (Supervisory Control and Data Acquisition), and hydraulic equipment.
  - Performs preventive maintenance and predictive maintenance on equipment as scheduled; maintains related records using CMMS (Computerized Maintenance Management Systems) or similar software.
  - Troubleshoots, diagnoses, and repairs electrical, mechanical, pneumatic, and hydraulic malfunctions in plant, collections, and distribution equipment.
  - Installs, calibrates, and repairs instrumentation such as flow meters, pressure transmitters, level sensors, and control valves.
  - Inspects, maintains, and repairs wastewater collection system components, including gravity sewers, force mains, lift stations, air relief valves, and manholes.
  - Inspects, maintains, and repairs water distribution system components, including pumps, valves, hydrants, meters, and pressure reducing stations.
  - Dismantles, overhauls, and/or rebuilds machinery, equipment, and instrumentation as necessary.
  - Cleans, lubricates, and adjusts parts and equipment as necessary to ensure proper function.
  - Operates lift jacks, air guns, battery chargers, cranes, air compressors, welding equipment, and other specialized hand and power tools.
  - May perform duties as a Wastewater or Water Treatment Plant Operator as necessary, ensuring proper plant operations and maintenance on assigned shift.
  - Responds to and assists with water main breaks, sewer backups, and emergency repairs as needed.
  - Prepares and maintains accurate work records and logs; documents work completed, and materials used.
  - Performs all duties in accordance with applicable policies, procedures, regulations, and standards of quality and safety, including OSHA and other regulatory requirements.
  - Receives and responds to inquiries, concerns, complaints, and requests for assistance from customers, other employees, and the public regarding areas of responsibility.
  - Attends meetings, training, and safety programs as appropriate to enhance job knowledge and skills.
  - Hauls sludge or other materials to approved facilities as needed.
  - May serve in an on-call rotation for after-hours emergency response.
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## **INVOLVEMENT WITH DATA, PEOPLE, AND THINGS**

### **DATA INVOLVEMENT:**

Requires copying, transcribing, entering, or posting data or information.

### **PEOPLE INVOLVEMENT:**

Requires speaking or signaling to people to convey or exchange information of a general nature.

### **INVOLVEMENT WITH THINGS:**

Requires leading, operating, or repairing complex machinery or equipment that requires extended training and experience, such as treatment plant equipment and systems, vehicles, and specialized hand and power tools; may involve installation and testing. Involves operations of limited scope.

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## **COGNITIVE REQUIREMENTS**

### **REASONING REQUIREMENTS:**

Requires performing skilled work involving rules/systems with almost constant problem-solving.

### **MATHEMATICAL REQUIREMENTS:**

Requires using basic algebra involving variables and formulas and/or basic geometry involving plane and solid figures, circumferences, areas, and volumes.

### **LANGUAGE REQUIREMENTS:**

Requires reading technical instructions, procedures, manuals, and charts to solve practical problems; composing routine reports and specialized reports, forms, and business letters with proper format; speaking compound sentences using normal grammar and word form.

### **MENTAL REQUIREMENTS:**

Requires doing clerical, manual, or technical tasks requiring a wide range of procedures and requiring intensive understanding of a restricted field or complete familiarity with the functions of a unit or small division of an operating agency; requires normal attention with short periods of concentration for accurate results or occasional exposure to unusual pressure.

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## **VOCATIONAL/EDUCATIONAL AND EXPERIENCE PREPARATION**

### **VOCATIONAL/EDUCATIONAL PREPARATION:**

Requires high school diploma or GED equivalent supplemented by formal training, special courses, or self-education that is equivalent to satisfactory completion of one year of college education or specialized advanced training in the mechanical or electrical trades, or a closely related field. Multi-trade experience (mechanical, electrical, plumbing, welding) and instrumentation/controls experience preferred.

**SPECIAL CERTIFICATIONS AND LICENSES:**

Must possess a valid North Carolina driver's license.

Must possess, or acquire within 12 months of employment, North Carolina Level II Wastewater Treatment Operator certification.

Must possess, or acquire within 6 months of employment, Class B CDL.

Water Treatment Operator and/or Water Distribution Operator certifications preferred.

**EXPERIENCE REQUIREMENTS:**

Requires over two years and up to and including four years of experience in mechanical or electrical repair, preferably in a water or wastewater treatment, distribution, or collection system environment. Experience with instrumentation, controls, or multi-trade work preferred.

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**AMERICANS WITH DISABILITIES ACT REQUIREMENTS****PHYSICAL AND DEXTERITY REQUIREMENTS:**

Requires heavy work that involves exerting between 35 to 50 pounds of force on a recurring basis and 100 pounds of force on a frequent basis. Must be able to perform basic life functions of climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, lifting, fingering, grasping, and repetitive motion.

**ENVIRONMENTAL HAZARDS:**

The job may risk exposure to bright/dim light, dusts and pollen, extreme heat and/or cold, wet or humid conditions, extreme noise levels, vibration, fumes and/or noxious odors, moving machinery, electrical shock, heights, toxic/caustic chemicals, disease/pathogens, confined spaces.

**SENSORY REQUIREMENTS:**

The job requires normal visual acuity, depth perception and field of vision, hearing and speaking abilities, color perception, odor perception.

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**JUDGMENTS AND DECISIONS****JUDGMENTS AND DECISIONS:**

Responsible for guiding others, requiring a few decisions affecting a few co-workers; works in a stable environment with clear and uncomplicated written/oral instructions but with some variations from the routine.

## **ADA COMPLIANCE**

The Town of Waynesville is an Equal Opportunity Employer. ADA requires the Town to provide reasonable accommodation to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

*The Town of Waynesville has the right to revise this job description at any time. This description does not represent in any way a contract of employment.*