

CLASS SPECIFICATION FOR
Utility Plant Mechanic

GENERAL STATEMENT OF DUTIES: Performs operation, inspection and maintenance of mechanical and electrical equipment in County water and wastewater facilities; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: This work demonstrates an understanding of the operation and repair of a variety of well pumps, centrifugal pumps, compressors, hydraulic systems, valves, ventilation systems, emergency generators, electrical controls and electronic control systems. Work is performed independently, at various locations, under the supervision of a Senior Utility Plant Mechanic.

EXAMPLES OF WORK (illustrative only):

- Analyzes the correct operation of a motor/pump system;
- Removes, repairs and installs large centrifugal pumps;
- Repairs oil and water hydraulic systems and large valves (for up to 24" diameter piping systems);
- Aligns (with a dial indicator) shafts, couplings, pumps and motors (up to 450 hp units);
- Repairs traveling screens, grinders, control gates and other related pumping station equipment;
- Makes repairs to building structure;
- Supervises other workers in the repair of equipment;
- Interprets operational and maintenance manuals to analyze and/or repair equipment;
- Operates and/or repairs electrical switches and controls;
- Repairs and adjusts hydraulic control valves (of up to 30") in the water distribution system;
- Enters confined areas wearing a self-contained breathing apparatus (SCBA) to determine safety of area and/or to make repairs;
- Responds to emergency alarms at stations after regular working hours on rotating on-call basis;
- Operates and/or repairs (a) station(s) in an emergency situation;
- Performs related work as assigned.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Considerable knowledge of the methods, tools, and materials of the electrical and mechanical trades; ability to analyze the correct operation of and to effect repairs to pumping stations, pumping equipment and related mechanical equipment; knowledge of electrical controls; ability to read and comprehend technical operational and maintenance manuals; ability to effectively work with and to supervise other personnel; ability to keep records and to make written reports; ability to correctly follow oral and written instructions; ability to effectively work independently; physical condition that permits such activities as heavy lifting, wearing a self-contained breathing apparatus, bending, driving and occasional work under adverse temperatures and/or weather conditions.

MINIMUM EDUCATION AND EXPERIENCE: Graduation from high school or trade school and three (3) years of related experience as a skilled mechanic; OR, any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

ADDITIONAL REQUIREMENTS: Possession of a valid driver's license issued by the State of Virginia. Passage of a pre-work physical exam as well as annual physical exams and related medical tests administered by Henrico County Employee Health Service, the components of which are based on and appropriate to the specific sensory and/or physical demands of the given position. Positions assigned to the wastewater treatment plant must have pre-work and annual physicals to determine fitness to safely use a self-contained breathing apparatus. (For the safe use of an SCBA, no facial hair or contact lenses are permitted, though glasses are acceptable.)

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This is a class specification and not an individualized job description. A class specification defines the general character and scope of duties and responsibilities of all positions in a job classification, but it is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.