

## **MAINTENANCE PERSON III (Tonopah Public Utilities)**

**FLSA Status:** Non-Exempt

Created: March 1995  
Last Revised: Feb. 2017

**DEFINITION:** Under direct supervision of Maintenance Foreman and/or Utility Manager, and is responsible for the maintenance, repair, and monitoring of water and wastewater plant operations and distribution for Tonopah Public Utilities and performs related work as required.

**DISTINGUISHING CHARACTERISTICS:** Employees are fully competent to independently perform the full range of duties. Employees within this class are distinguished from the Maintenance Person II class by the performance of the full range of duties assigned, and the independence with which employees are expected to perform.

**ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).**

1. Performs manual labor as directed, as related to customer services and/or the wastewater treatment plants. Required to operate power saw, jackhammer, soil compactor or other power equipment as necessary.
2. Conducts meter reads at least monthly, and as requested.
3. Assists customers in response to their service requests and work orders.
4. Demonstrates professional attitude with courtesy and tact in all interactions with public and other Tonopah Public Utilities/Town employees.
5. Maintains equipment and performs minor repairs to equipment.
6. Installs meter boxes, water and sewer pipe, manholes and related items as required.
7. Operates heavy equipment, i.e., dump truck, front loader, backhoe, in performing the assigned work activities.
8. Subject to work with wastewater.
9. Subject to 24 hour call out.

### **QUALIFICATIONS FOR EMPLOYMENT:**

#### **Knowledge and Abilities:**

##### *Knowledge of*

- Operations, services, and activities of a water distribution system and wastewater treatment program;
- Methods and techniques of pump regulation;

- Methods, materials, and procedures used in inspection, repair and maintenance of water systems;
- Chlorine formulas and testing techniques;
- Occupational hazards and standard safety practices;
- Operational characteristics of pump equipment;
- Pump capabilities to regulate water flow;
- Chemical and chemical feeders;
- Principles of hydraulics;
- Basic mathematical skills.

#### *Ability to*

- Obtain a Water Distribution I certificate within 1 year of employment;
- Operate a variety of pumping equipment in a safe and effective manner;
- Learn the principles and regulations of the treatment and distribution of reuse water;
- Perform less complex wastewater treatment operations;
- Recognize improper pump operation through visual or auditory inspection;
- Perform preventive and corrective maintenance on facility equipment;
- Calculate chemical needs of wastewater based on analysis results;
- Read and write English at a level necessary to perform essential functions;
- Work in confined spaces wearing a breathing apparatus;
- Understand and follow oral and written instructions; and
- Communicate clearly and concisely, both orally and in writing.

#### **Required Certification and Licenses:**

Possession of a valid driver's license.

#### **Experience and Training:**

Any combination of training, education, and experience that would provide the required knowledge and abilities. A typical way to gain the required knowledge and ability is:

High School Diploma or equivalent GED and minimum of 2 years similar work experience required.

#### **Physical, Mental and Intellectual Requirements:**

The physical, mental and intellectual requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.

Strenuous physical work including frequent lifting and loading of heavy objects (up to 100 pounds), digging, shoveling, raking; physically demanding work for continuous and lengthy periods of time, often combined with bending, twisting, squatting, reaching, and working on irregular surfaces; strength, dexterity, and stamina to stand for long periods and to perform manual tasks using heavy equipment, heavy hand and power tools. Frequent standing in combination with walking throughout work shift on all types of terrain up to ¼-1 mile per shift, depending on area assigned. Regular and consistent punctuality and attendance.

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Incumbents and individuals who have been offered employment are encouraged to discuss potential accommodations with the employer.

**WORKING CONDITIONS:**

Work is performed under the following conditions.

Most work is performed outside with exposure to extreme weather conditions including heat, rain, snow, cold, and wind. Frequent exposure to noise, dust, fumes, odors, and vibrations. Potential exposure to toxic chemicals and solvents such as herbicides and/or pesticides, paints, and cleaning materials. The noise level in the work environment is often loud. Work will occasionally be performed in confined areas. Work may be performed independently and may be in isolated geographic areas.

I have read and understand this explanation and job description.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date signed