

North Marin Water District

SENIOR ELECTRICAL / MECHANICAL TECHNICIAN

*This class description is only intended to present a summary of the range of duties and responsibilities associated with the positions. Descriptions **may not include all** duties performed by individuals within the class. In addition, descriptions outline the minimum qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

DEFINITION

Under general supervision, installs and maintains water and wastewater electronic, electrical, and mechanical equipment, participates in water distribution system operations as required and directs two-to-three-person crew as working foreman.

DISTINGUISHING CHARACTERISTICS

The **Senior Electrical/Mechanical Technician** is a senior-level class responsible for performing a full array of duties in the installation and maintenance of the District's water and wastewater systems and requires familiarity with all operating facilities of the District. This class is distinguished from the Electrical/Mechanical Technician classification in that the **Senior Electrical/Mechanical Technician** takes on the primary responsibility for performance of the skilled tasks of the Electrical/Mechanical group.

SUPERVISION RECEIVED/EXERCISED

Receives supervision from the Maintenance Supervisor and general supervision from the Facilities Maintenance Superintendent. The **Senior Electrical/ Mechanical Technician** provides direction to the Electrical/Mechanical Technician, the Apprentice Electrical/Mechanical Technician, and the Building & Grounds Assistant.

ESSENTIAL DUTIES (includes but are not limited to the following)

Performs senior-level skilled work installing, adjusting, repairing and maintaining electronic, electrical, and mechanical equipment, including pumps and motors, instruments and controls, communications equipment, cathodic protection equipment, automatic and power operated valves, building HVAC, treatment plant equipment, lighting and other electrical and mechanical equipment as required. Acts as lead-man in carrying out Electrical/Mechanical Section responsibilities, or in completing specific projects or tasks. Maintains proficiency in water distribution system operations, and performs same when assigned.

OTHER DUTIES

Assists in implementing preventive maintenance programs through the use of Mainscape, carries out predictive, preventative and unplanned maintenance tasks, maintains accurate maintenance records, data tracking, participates in training programs and assists in training Apprentice and Electrical/Mechanical technicians. Performs tasks of a semi-skilled or unskilled nature as required, such as digging conduit trenches, facilities' access road maintenance, cleaning/painting structures and equipment.

Understands and observes safety rules, enforces same when acting as lead man. Maintains proficiency in the use of electrical safety procedure and gear, and in the use of other specialized safety equipment. Is on call at all times for emergencies and is required to participate in the District's on-call rotation for distribution system operation.

QUALIFICATIONS (the following minimum qualifications are necessary for the entry into the class):

Approved	CD
Date	1/25/08

Education/Experience

Possess sufficient experience and education to successfully perform the duties of a **Senior Electrical/Mechanical Technician**. A typical way of obtaining the required qualifications is to possess the equivalent of ten years of experience maintaining, repairing and installing water/wastewater electrical/mechanical systems or the performance of related work, possession of a high school diploma, or its equivalent, with skills equal to or have completed an electrical journeyman apprenticeship program, plus at least four year's experience with the District in the Electrical/Mechanical Technician classification.

Knowledge/Skill/Ability

Demonstrated knowledge of electrical and mechanical equipment used throughout the District's facilities; including distribution piping, pump station plumbing, regulators, cathodic protection, DCMS, programmable logic controllers, HVAC, lighting, local area network, software installation and maintenance, cross-connection control devices and use of personal computers. Understanding of National, State and Local electrical codes, California Occupational Safety and Health Administration guidelines. Good physical condition with the ability to perform the bending, lifting and twisting tasks required to perform the distribution systems maintenance operations of the department. Work weekends, holidays and remain available in the event of an emergency. Maintain effective working relationship with those contacted in the course of work.

License/Certificate

Possession of a valid Class C California driver's license.

Must obtain a Class A driver's license within one year of appointment to this position.

Possession of a California Department of Health Services Grade D1 Water Distribution Operator Certificate or ability to obtain said certification within 6 months of appointment to position.

WORKING CONDITIONS/PHYSICAL REQUIREMENTS

The work requires exposure to conditions that may be hazardous or unpleasant. Position requires working in the field out of doors in all weather conditions and involves walking on level and uneven or slippery surfaces, climbing ladders, working in confined spaces, handling noise-producing tools and equipment; kneeling, squatting, stooping, turning, bending, lifting, upper body twisting in the performance of daily activities. The use of the senses of smell and hearing are needed in detecting odors and mechanical equipment conditions. Requires both near and far vision while making visual checks of facilities and working on equipment. Requires light and heavy lifting, pushing a dragging of equipment and supplies in excess of 100 pounds. Employees may be exposed to raw and treated sewage, chemicals, sharp and dull objects, domestic and wild animals, and in general may come in contact with a variety of potentially dangerous working situations that require a combination of good judgment, field knowledge of potential problems, problem identification and solutions. May be exposed to electrical and mechanical hazards and a variety of hazardous chemicals or contaminants. Incumbents also work around moving equipment.

OTHER REQUIREMENTS

Per California Government Code, Title 1, Division 4, Chapter 8, Section 3100, "all public employees are hereby declared to be disaster service workers subject to such disaster service activities as may be assigned to them by their superiors or by law."