

VALLEY CENTER MUNICIPAL WATER DISTRICT
PUMP FACILITIES TECHNICIAN I, II, III

DEFINITION

Under supervision of the Pumps and Motors Supervisor, incumbents perform a variety of basic to journey level duties related to installing, maintaining, inspecting, testing and repairing pumps, electric motors and internal combustion engines, valves, and related mechanical equipment for the District.

CLASS CHARACTERISTICS

Pump Facilities Tech I is the entry-level class in the Pump Facilities Tech series. Initially under immediate supervision of the Pumps and Motors Supervisor, Incumbents are responsible for performing routine activities while acquiring knowledge and skills to perform higher-level work to include: repairing and maintaining pumps and electric motors, repairing and maintaining combustible engines and repairing wastewater reclamation facilities.

Pump Facilities Tech II is the journey level class in the Pump Facilities Tech series. Incumbents are fully competent and are expected to perform journey level duties related to repairing and maintaining pumps and electric motors, repairing and maintaining combustible engines and repairing wastewater reclamation facilities including reservoirs, pump stations and other sites.

Pump Facilities Tech III is the advanced level class in the Pump Facilities Tech series. Incumbents are fully competent and are expected to perform the full range and the most complex duties related to repairing and maintaining pumps and electric motors, repairing and maintaining combustible engines and repairing wastewater reclamation facilities including reservoirs, pump stations and other sites. Incumbents are lead workers and may be required to serve as a crew leader.

Incumbents may work a varied work week, different shifts, stand duty and must be able to respond to emergencies as deemed necessary by the District, and may be required to work in wastewater facilities to include collection, distribution and reclamation.

ESSENTIAL DUTIES

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to this position.

Positions at the Pump Facilities Technician III level serves as a lead which includes prioritizing and assigning work and training employees on work methods.

Positions at the Pump Facilities Technician I level may perform some of these duties and responsibilities in a learning capacity.

Evaluates the maintenance needs and requirements of the District's pumps, motors, electrical equipment and related mechanical equipment; performs both minor and major maintenance and repair work on pumps, electric motors, electrical panel and internal combustion engines, and related mechanical equipment.

Troubleshoots and repairs, disassembles and removes pumps, motors, internal combustion engines and similar equipment for major maintenance and reinstalls as necessary; diagnoses mechanical and electrical problems, as defined in the District's qualifications requirements for Energized Electrical Work, ensures the use

of safety equipment and precautions related to the work being performed, particularly when dealing with live electrical circuits, and uses shop equipment to fabricate and repair parts.

Sets up and operates rigging equipment to move heavy parts or equipment.

Requests required materials, supplies and equipment.

Following an established routine, inspects reservoirs, pumps, electrical panels, motor engines, valves and similar equipment on site and performs routine cleaning and maintenance as required.

Reads charts, gauges and maintains logs; installs and replaces varied equipment at production sites; maintains sites in a clean and orderly condition; cleans and repairs reservoirs.

Fabricates less complex parts and fittings; makes assemblies and units from drawings, specifications, sketches or oral descriptions; makes sketches of work to be performed.

Operates boom truck; uses a variety of equipment and tools including hydraulic press, shop crane, bench grinder, drill press, oxy/acetylene torch and others; drives various vehicles; uses other hand and power tools and equipment related to the trade.

Troubleshoots and repairs motor control panels and systems, VFDs, security cameras, lighting and convenience systems, back-up generation systems, level sensors, and/or other related equipment.

Keeps records of all repairs and inventory of parts for equipment; makes oral and written reports of work performed; observes proper safety precautions, particularly in dealing with hazardous chemicals such as chlorine; reads drawings and blueprints.

Observes proper safety precautions, particularly in dealing with hazardous chemicals such as chlorine; ensures the use of safety equipment and precautions related to the work being performed, particularly when dealing with live electrical circuits; reads drawings and blueprints.

Performs other duties as assigned.

QUALIFICATIONS GUIDELINES

Knowledge of: Water distribution systems; water operations, including pumps, motor engines, valves and chlorinators; preventative maintenance practices and procedures as applied to water distribution systems; methods, materials, tools and equipment used in the installation, maintenance, repair and operation of water distribution pumps, motors and associated equipment; operation and maintenance of a wide variety of shop equipment, hand, power and motorized tools and machinery used in the work; shop mathematics; applicable laws and regulations; National and California Electrical Codes and Safety Codes; District's policy on live electrical circuits; principles and methods; application of electrical theory as used in the installation, maintenance, troubleshooting and repair of electrical systems up to 600 volts; using computer and related software applications; telephone and radio communications; basic first aid and CPR techniques; and, safe work methods and safety precautions related to the work.

Ability to: Perform varied mechanical maintenance and repair work; diagnose problems and determine appropriate action; interpret and work from sketches, blueprints and specifications; estimate labor and materials; operate and maintain tools and equipment used in the work; identify and implement effective courses of action to complete assigned work; instruct and direct the work of less skilled employees; maintain, troubleshoot, repair, inspect, test and install a variety of electrical components and equipment; perform lockout tagout procedures for electrical agents; maintain accurate records of work performed; determine proper shut-down procedures for pump, motor, valve and engine operations; communicate clearly and concisely, both orally and in writing, and be understood while using the District's radio communication system; establish and maintain effective working relationships with other employees and those contacted in the course of the work.

EDUCATION, EXPERIENCE, LICENSES AND CERTIFICATIONS

Education: Pump Facilities Technician I, II, and III: Equivalent to a High School Diploma.

Experience: Pump Facilities Technician I- An equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

Pump Facilities Technician II- A minimum of two years of experience as a Pump Facilities Technician I, or its equivalent; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

Pump Facilities Technician III- A minimum of two years of experience as a Pump Facilities Technician II, or its equivalent; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

Licenses and Certifications: Pump Facilities Technician I- California Class C Driver's License; *Ability to obtain within two years as a condition of employment:* SWRCB (State Water Resources Control Board) Water Distribution Operator's Certificate, Grade D2.

Pump Facilities Technician II- California Class C Driver's License; SWRCB Water Distribution Operator's Certificate, Grade D3.

Pump Facilities Technician III- California Class C Driver's License; SWRCB Water Distribution Operator's Certificate, Grade D3.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

The physical demands and work environment described here are representative of those that must be met by an incumbent to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands: While performing the duties of this job, the incumbent is regularly required to use hands and fingers to grasp, feel, and reach; climb, balance, stoop, kneel, crouch, crawl, talk, hear, and smell. The incumbent frequently is required to sit, stand and walk. The incumbent must regularly lift and/or move from 25 to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus. May be required to medically qualify and wear a District approved respirator.

Work Environment: While performing the duties of this job, the incumbent is regularly exposed to high, precarious places; fumes or airborne particles; outside weather conditions; and risk of electrical shock. The incumbent is frequently exposed to wet and/or humid conditions and moving mechanical parts. The incumbent is occasionally exposed to vibration. The noise level will range from moderate to very loud.

POSITION DESCRIPTION APPROVED:



General Manager

12/2/2020

Date