

**TOWN OF LADY LAKE
JOB DESCRIPTION**

JOB TITLE: UTILITY LOCATOR-MECHANIC

PAY GRADE: 315 HI0/01

DEPARTMENT: UTILITIES (WATER)

CLASSIFICATION: NON-EXEMPT

STATUS: FULL-TIME

DIRECT REPORT: UTILITIES SUPERVISOR

GENERAL DESCRIPTION:

Skilled manual work repairing equipment related to utility systems. Work is performed safely and effectively under supervision of the Utilities Supervisor.

ESSENTIAL JOB FUNCTIONS:

1. Assist with repair of utility line breaks as needed
2. Removes pumps on lift stations to remove debris (rags, rock, etc.) from impeller. Removes and checks valve cover to clean check valve flappers.
3. Adjusts packing on pumps; packing on check valves shafts.
4. Removes, cleans or replaces sump pumps.
5. Replaces bearing and seals on motors and pumps; piping leaks on bubble liners; and adjusts and repairs float hangers; repairs and maintains electrical pump control panels.
6. Maintains and degreases wet wells.
7. Organizes tools and safety equipment on vehicle in use.
8. Works on generators
9. Performs miscellaneous repairs and preventative maintenance on the treatment plants.
10. Performs general housekeeping functions on lift stations such as mows grass, weed eats grass in lift station easements, paints equipment as needed, maintains lift stations buffers.
11. Performs plant operational duties.
12. Inspects newly installed utility systems, lines and lift stations.
13. Locates utilities per Sunshine One Call, and coordinates related correspondence.

14. Requires shift work, holiday work, weekend work, and on-call duties when needed.

[These essential job functions are not to be construed as a complete statement of all duties performed. Employees will be required to perform other job related duties as required.]

MINIMUM QUALIFICATIONS:

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of the operation and maintenance of water and sewage pumps, motors and related equipment and electrical panels.
- General computer operating skills (typing correspondence, email, and memorandums).
- Ability to work alone with only general supervision and direction.
- Ability to troubleshoot and make decisions
- Skill to use all standard mechanical tools, power tools and shop equipment, and electrical meters, i.e., volt/amp meters.
- Ability to work rotating shifts including weekend duty, emergency callout.

EDUCATION AND EXPERIENCE:

- High School Diploma or General Education Degree (GED) equivalent.
- Two (2) years in the maintenance and repair of water and sewer pumps, motors, electrical panels and related equipment.
- One-year line locator experience.

LICENSES, CERTIFICATIONS OR REGISTRATIONS:

- Valid Florida Drivers License
- “C” Distribution License and “C” Collection License Certification or Class “C” Water and/or Class “C” Wastewater Plant Operators License Certification; Or ability to obtain certification within timeframe set by supervisor.
- Class “B” Florida CDL with air brakes endorsement required.

ESSENTIAL PHYSICAL SKILLS:

- Ability to communicate with individuals in person and telephonically.
- Moderate lifting, carry, and moving (15 to 45 pounds).
- Pulling, pushing, walking, standing, kneeling, bending, balancing, and stooping.
- Ability to use respiratory and other personal protection equipment.

ENVIRONMENTAL CONDITIONS:

- Works inside and outside in varying weather conditions including noise, fumes, gases, electricity, slippery surfaces, vibrations, odors and poor lighting.
- Works with high voltage.
- Heights (up to 20-30 feet).
- Exposure to dust, dirt and chlorine
- Works below ground level.

[Reasonable accommodation will be made for otherwise qualified individuals with a disability.]

Acknowledged receipt of job description, this _____ day of _____ 20____.

Signature: _____