

**CITY OF CAYCE
CLASS DESCRIPTION
2000**

CLASS TITLE: PUMP MECHANIC I

GENERAL DESCRIPTION OF CLASS

The purpose of the class is to maintain wastewater collection pumps and controls. The class is responsible for all maintaining, monitoring, and repairing pumps and controls and related equipment at all City wastewater lift stations. The class works according to some procedures, but decides how and when to do things under general supervision.

ESSENTIAL TASKS

The tasks listed below are those that represent the majority of the time spent working in this class. Management may assign additional tasks related to the type of work of the class as necessary.

Observes operation of pumps; performs preventative maintenance and repairs to submersible and above ground pumps, pump controls, and force mains; rebuilds submersible and above ground pumps.

Inspects pumps for malfunctioning and to locate damage or wear; performs tests on pumps and controls; calculates suction lift pressure, impeller dimensions and electrical voltage.

Performs duties and responsibilities as necessary on an on-call basis after the normal shift has ended.

Performs general preventative maintenance on equipment/trucks such as checking fluid levels, tire pressure, etc.; ensures trucks and equipment are kept clean and in proper operating condition.

Operates and maintains a variety of equipment and tools in the performance of duties such as trucks, crane, hand tools, specialized tools, etc.

Receives, prepares and/or processes various records and reports as required including pump maintenance records, time sheets, accident reports, etc.

Ensures the observance and enforcement of safety and other applicable rules, specifications and regulations as established by the City of Cayce Utilities Department and other governing bodies.

Ensures pump installations are kept in a neat and orderly condition, i.e. grass cut, weed killed, fence/gates in good order, etc.

Operates crane truck, pump repair equipment and lawn maintenance equipment.

Completes requests for equipment and repair purchases.

Monitors budget allocation for maintenance accounts.

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INVOLVEMENT WITH DATA, PEOPLE AND THINGS

DATA INVOLVEMENT:

Requires computing or performing arithmetic operations using data or information.

PEOPLE INVOLVEMENT:

Requires following instructions and orders of supervisor.

INVOLVEMENT WITH THINGS:

Requires leading or operating or repairing complex machinery or equipment that requires extended training and experience such as pump repair equipment; may involve installation and testing.

COGNITIVE REQUIREMENTS

REASONING REQUIREMENTS:

Requires performing semi-routine work with occasional problems.

MATHEMATICAL REQUIREMENTS:

Requires performing addition and subtraction, multiplication and division and/or calculating ratios, rates and percents.

LANGUAGE REQUIREMENTS:

Requires reading simple sentences, instructions, or work orders; writing simple sentences and completing simple job forms; speaking simple sentences using basic grammar.

MENTAL REQUIREMENTS:

Requires performing technical tasks prescribed by standard practices but which may require computation, the use of several procedures, and the use of independent judgments with obvious choices; requires normal attention for accurate results.

VOCATIONAL/EDUCATIONAL AND EXPERIENCE PREPARATION

VOCATIONAL/EDUCATIONAL PREPARATION:

Requires high school or GED or specialized vocational training.

SPECIAL CERTIFICATIONS AND LICENSES:

Must possess a valid South Carolina driver's license

EXPERIENCE REQUIREMENTS:

Requires over one year experience in maintaining pump and other mechanical equipment; large scale pump experience preferred but not mandatory.

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AMERICANS WITH DISABILITIES ACT REQUIREMENTS

PHYSICAL AND DEXTERITY REQUIREMENTS:

Requires medium to heavy work that involves walking, standing, stooping, lifting, digging, pushing and raising objects and involves exerting between 20 to 50 pounds of force on a regular and recurring basis and 50 to 100 pounds of force on a occasional basis.

ENVIRONMENTAL HAZARDS:

The job may risk exposure to bright/dim light, dusts and pollen, extreme heat and/or cold, wet or humid conditions, extreme noise levels, animals/wildlife, vibration, fumes and/or noxious odors, traffic, moving machinery, electrical shock, disease/pathogens, toxic/caustic chemicals, and confined space entry.

SENSORY REQUIREMENTS:

The job requires normal visual acuity, field of vision, hearing, speaking, color perception, sense of smell, depth perception and texture perception.

JUDGMENTS AND DECISIONS

JUDGMENTS AND DECISIONS:

Requires being responsible to guide others requiring a few decisions, affecting the individual and a few co-workers; works in a stable environment with clear and uncomplicated written/oral instructions but with some variations from the routine.

ADA COMPLIANCE

The City of Cayce is an Equal Opportunity Employer. ADA requires the City to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

SOUTH CAROLINA RETIREMENT SYSTEMS

Belongs to the South Carolina Retirement System.

PUMP MECHANIC I \$15.82- \$18.70/hr DOE

Utility Department

The City of Cayce currently has a position available as a Pump Mechanic I. The class is responsible for maintaining, monitoring and repairing pumps and controls and related equipment at all City wastewater lift stations. The class works according to some procedures but decides how and when to do things under general supervision. Reports to Wastewater Pump Station Maintenance Supervisor.

Preferred requirements include a high school diploma or equivalent or specialized vocational training. Salary dependent upon a combination of experience and qualifications.

Excellent benefits package that includes State Retirement and paid health insurance. Applications are available on the city website: www.caycesc.gov **A valid South Carolina Driver's License with a good driving record is required. Must provide DMV record at time of first interview. Application required. E.O.E.**