



Job Specifications- Lead Mechanic

General Duties:

Performs general maintenance duties and provides leadership on repairs of equipment. May provide support as needed to accomplish solids dewatering and maintain effective wastewater treatment. Maintains Authority equipment and keeps the Authority's buildings and grounds in the best condition possible as well as participating in truck driving and biosolids and residuals delivery and disposal when needed.

Supervision Received:

Reports to the Plant Supervisor, then to the Assistant General Manager, then to the General Manager.

Supervision Exercised:

Leads and assists with the work done by the maintenance crew

Statement of Typical Duties:

1. Works with the Plant Supervisor to track and schedule maintenance department work.
2. Performs routine maintenance tasks and projects, including monitoring inventory and procuring needed parts.
3. Maintains complete and organized records (e.g. equipment issues, repair records, parts list). Participates as requested in the planning, design and implementation of plant improvements.
4. Diagnoses common equipment problems such as noisy bearings, overheating motors, unusual wear or misalignment of moving parts. Communicates any observed issues and leads efforts to troubleshoot.
5. Keeps the Plant Supervisor informed as to the condition of the plant equipment, including the need for new equipment, parts, tools and supplies.
6. Carries out the removal of grit from the aerated grit chamber and delivery of grit to a landfill or other disposal site as directed.
7. Carries out the removal grease from the grease pit and to delivery of the grease to a landfill or other disposal site.
8. Trains new mechanics, including serving as the primary trainer for all new truck drivers. Conducts periodic refresher training with all truck drivers.
9. Performs periodic maintenance of Authority tanks, vessels, pipes and other process structures.
10. Operates hoists, backhoe/loader, tractor to perform plant maintenance and repairs and to assist operations as needed.
11. Loads, unloads and transports goods and equipment.
12. Performs grounds maintenance including painting, landscaping, clean up, floor and walkway repair, etc.

13. Removes snow and ice, salts or sands walkways, and assists in other weather-related maintenance activities.
14. Cleans drains, pipes and other equipment as needed for safe and efficient operation of the treatment plant.
15. Safely uses ladders, hoists, personnel retrieval equipment, air monitoring equipment and other equipment needed to provide safe access to work assignments.
16. Works with the Mechanics to repair machinery, piping, pumps, blowers, drives, brakes, air compressors, presses and any other equipment needing attention.
17. Participates in all maintenance projects at the facility.
18. Performs general plant clean up and paints, resurfaces or replaces walls, floors, ceilings.
19. Repairs or replaces doors, windows, door hardware, and other building equipment .
20. Picks up, cleans and stores tools and materials at the end of each job or at the end of work for a given day.
21. Delivers, or picks up tools, materials, parts, reports and other items using Authority vehicles.
22. Supports the Authority in all ways consistent with good practices, the employee's knowledge and abilities.
23. Assist with directing facility tours.
24. Serves on a rotating basis on the Safety Committee.
25. Assist with updating, maintaining, and carrying out the facility preventative maintenance system.

Skills/Education Requirements:

Must possess a high school diploma, GED, or be able to demonstrate high school level reading and writing ability. Must possess or obtain within six months of starting in the position, a valid Maine commercial driver's license, class B or higher. Must maintain a valid commercial driver's license and be readily insurable without additional endorsement or surcharge to the Authority.

Job Skills and Abilities:

1. Must be a competent mechanic capable of using common hand tools safely and effectively, including small tools, to make basic repairs to mechanical equipment without supervision.
2. Ability to perform manual labor including climbing ladders, safe lifting of at least 50 pounds, use lawn mowers, snow blowers and other common equipment.
3. Ability to work in a team to accomplish maintenance and repair tasks.
4. Ability to understand and follow simple oral and written instructions in English.
5. Ability to work out of doors in Maine weather conditions regardless of season.
6. Ability to wear a respirator.
7. Operation of basic computer programs (e.g. Word, Excel, Outlook)
8. Must possess or obtain within 1 year of starting in the position, a valid Maine wastewater treatment plant operator's grade 1 license.
9. Ability to pass random drug and alcohol tests.

Other

Must be a United States Citizen or permanent legal resident.