

# CITY OF SIMI VALLEY

## PLANT MAINTENANCE TECHNICIAN I PLANT MAINTENANCE TECHNICIAN II

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

### **SUMMARY DESCRIPTION**

Under supervision (Plant Maintenance Technician I) or general supervision (Plant Maintenance Technician II), maintains, repairs and installs wastewater treatment plant equipment, machinery and related facilities; maintains a variety of records; participates in special projects; and performs a variety of technical tasks relative to assigned areas of responsibility.

### **DISTINGUISHING CHARACTERISTICS**

**Plant Maintenance Technician I** – This is the entry level class in the Plant Maintenance Technician series. This class is distinguished from the Plant Maintenance Technician II by the performance of the more routine tasks and duties assigned to positions within the series including performing routine preventative maintenance on plant equipment. Since this class is typically used as a training class, employees may have only limited or no directly related work experience. Advancement to the “II” level is based on demonstrated proficiency in performing the assigned functions and is at the discretion of higher level supervisory or management staff.

**Plant Maintenance Technician II** – This is the full journey level class within the Plant Maintenance Technician series. Employees within this class are distinguished from the Plant Maintenance Technician I by the performance of the full range of duties as assigned including performing skilled and semi-skilled maintenance, repair and installation activities independently. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit. Positions in this class series are flexibly staffed and positions at the Plant Maintenance Technician II level are normally filled by advancement from the Plant Maintenance Technician I level. This class is distinguished from the Plant Maintenance Technician III in that the latter assumes lead responsibilities and is assigned the more complex maintenance and repair duties.

### **REPRESENTATIVE DUTIES**

*The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.*

1. Participate in preventive maintenance program for plant equipment, machinery and related facilities; identify equipment maintenance needs; record mechanical equipment readings; ensure accuracy of records kept.
2. Perform routine mechanical, electrical, welding, or machining maintenance activities on equipment including lubrication, inspection, and replacement parts; order and maintain stock levels of lubricants used in plant equipment.
3. Maintain records of plant function readings and equipment history; maintain preventative maintenance records and schedules.

4. Conduct performance tests of plant equipment using tachometers, pressure gauges, flowmeter, amp and volt meters.
5. Diagnose, troubleshoot, update and repair malfunctioning plant equipment; maintain, repair and overhaul treatment plant equipment including aeration blowers, barminutors, pumps and motors, compressors, belt press, valves, drive units, hydraulic control units, chlorinators, chemical feeders, pneumatic equipment and hydraulic pressure systems.
6. Participate in the installation of wastewater treatment plant equipment; participate in making modifications to equipment for maximum treatment process performance.
7. Perform pipefitting; install and repair air, sewer and hydraulic piping systems.
8. Maintain efficient records on operations and activities; maintain plant safety records; maintain and record shipping and receiving of parcels; prepare a variety of reports on data.
9. Ensure and adhere to safe work practices and procedures including, but not limited to lockout/tag out and confined space rules and regulations.
10. Interpret drawings, blueprints, schematics and diagrams for a variety of wastewater systems.
11. Operate a variety of heavy equipment including loaders, backhoe, bull dozers, cranes, forklifts, and graders as necessary.
12. As needed, assist line maintenance with lift station repairs and maintenance.
13. Assist with maintenance of the SCADA system and instrumentation as necessary.
14. Participate in special projects as assigned.
15. As assigned, set up work assignments for community service workers assigned to the plant by the courts.
16. Perform related duties as required.

### **QUALIFICATIONS**

*The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.*

#### **Knowledge of:**

Methods and techniques of maintaining and repairing wastewater plant equipment, machinery and related facilities.

Lubricants used in plant equipment.

Electrical codes.

Fundamentals of pipefitting and fabrication.

Programmable logic controls, telemetry units and fiber optics.

Operational characteristics of maintenance equipment and tools.

Metering and measuring devices related to wastewater.

Basic mathematics.

Office procedures, methods, and equipment including computers and applicable software applications.

Plant shipping and receiving procedures.

Occupational hazards and standard safety practices.

**Ability to:**

Perform skilled and semi-skilled maintenance activities including the installation, maintenance and repair of wastewater treatment plant equipment.  
Perform preventative maintenance tasks on plant equipment, machinery and related facilities.  
Interpret, explain, and enforce department policies and procedures.  
Operate a variety of maintenance equipment in a safe and effective manner.  
Read, interpret and understand technical manuals, blueprints, drawings, and diagrams.  
Diagnose, troubleshoot, update and repair malfunctioning equipment.  
Work with Self-Contained Breathing Apparatus (SCBA).  
Utilize a computerized preventive maintenance program.  
Troubleshoot and repair instrumentation and electrical equipment.  
Maintain detailed records and prepare clear and concise reports.  
Operate office equipment including computers and supporting software applications.  
Adapt to changing technologies and learn functionality of new equipment and systems.  
Be available to respond to weekend and after-hours emergency maintenance needs.  
Communicate clearly and concisely, both orally and in writing.  
Establish and maintain effective working relationships with those contacted in the course of work.

**Education and Experience Guidelines** - Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

**Plant Maintenance Technician I**

**Education/Training:**

Equivalent to the completion of the twelfth grade supplemented by specialized training in the mechanic trades or a related field.

**Experience:**

One year of experience in the maintenance and repair of wastewater or water treatment plant equipment is desirable.

**Plant Maintenance Technician II**

**Education/Training:**

Equivalent to the completion of the twelfth grade supplemented by specialized training in the mechanic trades or a related field.

**Experience:**

Two years of increasingly responsible experience in the maintenance and repair of wastewater or water plant equipment at a level comparable to a Plant Maintenance Technician I with the City.

**PHYSICAL DEMANDS AND WORKING ENVIRONMENT**

*The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.*

**Environment:** Wastewater treatment plant environment; exposure to noise, dust, grease, smoke, fumes, gases, oils, toxic chemicals, and inclement weather conditions; work with water and/or in confined spaces.

**Physical:** Sufficient physical ability to perform moderate to heavy lifting and carrying; use of hands to make repairs and adjustments and to use a variety of equipment; reaching, kneeling, crawling, climbing; standing for prolonged periods of time.

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Plant Maintenance Technician I/II (*Continued*)

**Vision:** See in the normal visual range with or without correction; vision sufficient to read printed documents and to operate equipment.

**Hearing:** Hear in the normal audio range with or without correction.

Adopted: September 2003  
*Johnson & Associates*

Revised: July 2016; May 2020