

MECHANIC (1 or 2)

Work location: Maintenance Dept.

Rate of pay: \$24.72 - \$26.87 / hour*

Hours of work: 6:30 a.m. – 3:00 p.m. Monday-Friday**

Requirements: See job descriptions for ¹Mechanic 1 and ²Mechanic 2

*Eligible for the following incentive (add-on):

- PA CDL, Class B - .50¢/hour
- PA WW Systems Cert. E-4 - .25¢/hour

**Requires participation on schedule for rotation of on-call duty

If you are interested in applying for this position, please read the following:

- To be considered for employment, an “Application for Employment” will be required to be completed. Applications may be rejected if information is incomplete or inaccurate.
- Before completing an application, review the job description to ensure you possess the knowledge, skills, abilities, and licenses/certifications that are required for the position for which you are applying. In accordance with the Americans with Disabilities Act, LASA will strive to provide reasonable accommodations for interested individuals with disabilities who would otherwise meet job requirements.
- Completed applications should be returned to the attention of the Human Resources Manager at the Administration Office located at 130 Centerville Rd., Lancaster, PA 17603. Applicants who are selected for consideration of employment will be required to sign consent forms that provide LASA with the ability to send the applicant for a post-offer physical exam and drug test. All new hires will be required to successfully pass the physical exam and drug test as a condition of employment.

AN EQUAL OPPORTUNITY EMPLOYER

Lancaster Area Sewer Authority complies with all federal, state and local laws which prohibit discrimination on the basis of race, color, religion, sex, national origin, age (over 40), disability, marital status, ancestry, genetic information, status as a covered veteran, or any other legally protected characteristic.

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Participates with E-Verify

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Position Title: MECHANIC 1

Location: Maintenance Department

FLSA Status: Non-exempt

Pay Grade: Hourly/Union

Reports to: Maintenance Supervisor of Facilities & Equipment Maintenance
Supervises:

GENERAL SUMMARY: Under general direction, assist Mechanics with repair and maintenance of sewer pump stations and Treatment Plant; perform maintenance and repairs on grinder pump systems; perform basic vehicle and equipment maintenance; perform duties of Laborer when required.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Drive vehicle to pump stations, grinder pump locations and Treatment Plant to perform maintenance and repair work; conduct inspection; update daily, weekly and monthly logs concerning general conditions and problems; recommend work to be serviced by outside contractor, e.g. electrician, engineers, or pump repair company.
2. As directed by properly certified personnel, perform routine check at pump stations to detect mechanical, electrical or system problems; check electrical switches, generator batteries, fluid levels, water systems; blow out bubbler systems; check wet wells for clogs or to determine need for cleaning; check oil and water in generators; check alarms; check exterior of station for damage.
3. Assist Mechanics with repair and maintenance of sewage pump stations, grinder pumps and Treatment Plant; assist with inspecting pump stations, grinder pumps, and Treatment Plant to check for mechanical, electrical or system problems; assist with removal of pumps, inspect for irregularities, diagnose problems, and make repairs; check electrical switches, generator batteries, fluid levels, water systems; run tests; update station logs.
4. Perform duties and responsibilities of any level of Laborer when required, or in absence of available personnel.
5. Perform work and maintenance on homeowner's grinder pump systems that are owned and operated by the Authority; work will consist of removing and replacing pumps; working on control panels; cleaning out pump basin; repairing pipe lines and miscellaneous work.
6. Perform basic work on vehicles and equipment including oil changes, greasing, minor repairs, and tire changes; cleaning equipment and vehicles and miscellaneous work.

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7. Perform any other job duties that may be necessary and not included in this list.

JOB SPECIFICATIONS:

* Indicates developed after employment

Knowledge:

- Basic knowledge of pump station and grinder pump electrical and mechanical systems.
- Basic knowledge of pump station and grinder pump maintenance and repair practices.
- Basic knowledge of mechanical principals involved in operation of pumps, speed reduction gear boxes, blowers, compressors, variable speed belt drives, and wastewater equipment.
- Basic knowledge of stationary and portable generators.
- Basic knowledge of safety practices and procedures in wastewater treatment environment.
- Basic knowledge of LASA policies, rules and regulations. *
- Basic knowledge of inspection practices. *
- Basic knowledge of geographical layout of LASA service area. *

Skill:

- Operate light and heavy equipment, including tractor mower, dump truck, tank truck, sewer equipment, loader, backhoe, and light trucks.
- Operate power tools; including jackhammer, air compressor, saws, drills, hoist.
- Use of hand tools.
- Computer operation.

Abilities:

- Ability to read manuals and follow directions.
- Ability to schedule work and proceed with timely completion of assignments.
- Ability to cooperate with coworkers on group tasks.
- Ability to carry out written and oral instructions.
- Ability to adhere to safety standards and recognize safety warnings and hazards. *
- Ability to examine mechanical or basic electrical systems, diagnose problems and make recommendations.
- Ability to prepare accurate records from inspections and meter readings and interface with computers. *
- Ability to interpret geographical maps, sewer charts and blueprints. *
- Ability to perform manual tasks or operate equipment for extended periods of time in possible adverse weather conditions.
- Ability to demonstrate polite and courteous manner towards members of the public.

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- Ability to demonstrate physical fitness, including long periods of standing, sitting, squatting, bending, climbing or descending stairs or ladders, and reaching.
- Ability to lift light objects; up to 10 lbs. continuously; ability to lift medium objects; up to 25 lbs. frequently; ability to lift heavy objects; up to 100 lbs. occasionally.
- Ability to demonstrate clear vision and sound hearing to avoid possible hazards, including moving vehicles and road equipment.
- Ability to respond to emergencies on a 24-hour basis.

Education/Employment:

Any combination of education and experience that indicates possession of the skills, knowledge and abilities listed below. An example of acceptable qualifications for this position is previous work related experience and specialized coursework or on-the-job training with pump station and grinder pump mechanical and electrical systems, and wastewater treatment plant operations.

Required Licenses/Certifications:

- Valid PA Driver's License, Class C (at time of hire)
- Valid PA Commercial Driver's License (CDL), Class B with airbrakes and tanker endorsements (at time of hire or obtained within 180 days of hire)
- Commonwealth of PA Wastewater Systems Operators Certification, Class E, Subclass 4 (at time of hire or obtained within 12 months of hire)


Working Conditions:

Work is often performed alone and normally requires frequently driving to various work sites. Work is frequently performed around potentially hazardous machinery or electrical equipment. Work is normally performed outdoors in a variety of weather conditions. Occasional overtime is required, especially during periods of emergency. Work will occasionally involve responding to angry or upset members of the public. Position requires inclusion on schedule for the schedule for the rotation of on-call duty.

DISCLAIMER: The above statements are intended to describe the general nature and level of work being performed by a person assigned to this position. They are not intended to be misconstrued as an exhaustive list of all responsibilities, duties and skills required to perform the job.

Human Resources Department

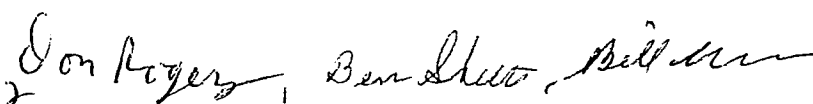
Date: 1/16/12

Reviewed by: 

Union

Date:

3-13-12



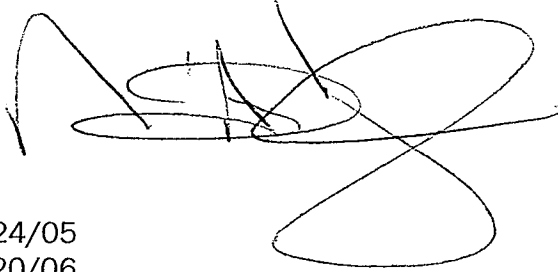
Accepted by:

LANCASTER AREA SEWER AUTHORITY

Executive Director

Date: 3/27/12

Approved by:

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Revised: 06/24/05

Revised: 02/20/06

Latest revision: 12/22/2011

LANCASTER AREA SEWER AUTHORITY

Position Title: MECHANIC 2

Location: Maintenance Department

FLSA Status: Non-exempt

Pay Grade: Hourly/Union

Reports to: Maintenance Supervisor of Facilities & Equipment Maintenance
Supervises:

GENERAL SUMMARY: Under general direction, assist Mechanics with repair and maintenance of pump stations, grinder pumps, and Treatment Plant; perform maintenance and repairs on grinder pump systems; perform basic vehicle and equipment maintenance; perform duties of Laborer when required.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Drive vehicle to pump stations, grinder pump locations and Treatment Plant to perform maintenance and repair work; conduct inspection; update daily, weekly and monthly logs concerning general conditions and problems; recommend work to be serviced by outside contractor, e.g. electrician, engineers, or pump repair company.
2. As directed by a properly certified person, perform routine check at pump stations to detect basic mechanical, electrical or system problems; check electrical switches, generator batteries, fluid levels, water systems; blow out bubbler systems; check wet wells for clogs or to determine need for cleaning; check oil and water in generators; check alarms; check exterior of station for damage.
3. Assist with diagnosis of sewer line problems; interpret township maps and sewer charts; determine which pump stations connect to various sewer lines; check stations for possible malfunction.
4. Assist Mechanics with repair and maintenance of sewage pump stations, grinder pumps and Treatment Plant; assist with inspecting pump stations, grinder pumps and Treatment Plant to check for mechanical, electrical or system problems; assist with removal of pumps, inspect for irregularities, diagnose problems, and make repairs; check electrical switches, generator batteries, fluid levels, water systems; run tests; update station logs.
5. Pending notification of a licensed Plant Operator, perform checks of the Headworks area including fine screen and drives, rotating screen cleaners, grit wash systems, and related conveyors; check liners in 30' and 12' conveyors and related drives; check grit dewatering units and drives; check conveyors and bearings; inspect motorized louvers and ventilation and exhaust units; change oils and lubricate as required in all systems.

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6. Pending notification of a licensed Plant Operator, check Primary and Secondary Clarifiers and Thickener; check oil level in drives and turntable, lubricate chains and skimmer mechanism.
7. Pending notification of a licensed Plant Operator, check submersible pumps, e.g. scum pit pumps, C12 tank pumps, building sump pumps, portable pumps, and check valves.
8. Pending notification of a licensed Plant Operator, check Belt Press and Centrifuge; change oil in drives, lubricate and adjust drive chains; replace belts, bearings, chains and pin wires; check polymer feeds pumps, pneumatic tensioning system, air compressor, and polymer mixers.
9. Pending notification of a licensed Plant Operator, check Lime System; change oil, replace bearings and couplings; maintain bin vibrator; check sludge conveyors and liners; check drives; grease as required; check volumetric feeder and dust collector.
10. Pending notification of a licensed Plant Operator, check air blowers and motors; drain oil, inspect and repack drive couplings; inspect blower fan motor mounts and lubricate motors.
11. Pending notification of a licensed Plant Operator, check anaerobic mixers; lubricate as required and change oil.
12. Pending notification of a licensed Plant Operator, check Sludge Pumps and Grinders; replace and adjust packing piston pumps; replace bearings, pistons and check balls; disassemble pumps to remove clogs; check seal water system to Moyno Sludge pumps; clean check valves, drain oil in pump gear boxes; lubricate pump and motor bearings; lubricate grinder packing and cutter bars; check seal water system.
13. Pending notification of a licensed Plant Operator, check RAS/WAS pumps; lubricate motors and pumps; inspect couplings and lubricate as required; check the check valves and packing on WAS pumps; check water seal.
14. Pending notification of a licensed Plant Operator, check process water and return effluent pumps; maintain process water strainers (packing and lube), inspect motor and drive, inspect mechanical seal, flush valve assembly and lubricate as required; check hydro-pneumatic air compressor.
15. Perform work and maintenance on homeowner's grinder pump systems that are owned and operated by the Authority; work will consist of removing and replacing pumps, working on control panels, cleaning out pump basin, repairing pipelines and miscellaneous work.

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16. Perform basic maintenance work on vehicles and equipment including oil changes, greasing, minor repairs, and tire changes; cleaning equipment and vehicles.
17. Perform duties and responsibilities of any level of Laborer when required, or in absence of available personnel.
18. Perform any other job duties that may be necessary and not included in this list.

JOB SPECIFICATIONS:

* Indicates developed after employment

Knowledge:

- Advanced knowledge of pump station electrical and mechanical systems.
- Advanced knowledge of pump station maintenance and repair practices.
- Advanced knowledge of grinder pumps maintenance and repairs. *
- Advanced knowledge of mechanical principals involved in operation of pumps, speed reduction gear boxes, blowers, compressors, variable speed belt drives, and wastewater equipment.
- Advanced knowledge of stationary and portable generators.
- Advanced knowledge of sewer line maintenance and repair practices and procedures.
- Advanced knowledge of safety practices and procedures in wastewater treatment environment.
- Advanced knowledge of LASA policies, rules and regulations. *
- Advanced knowledge of inspection practices. *
- Advanced knowledge of geographical layout of LASA service area. *

Skill:

- Operate light and heavy equipment, including tractor mower, dump truck, tank truck, sewer equipment, loader, backhoe, and light trucks.
- Operate power tools; including jackhammer, air compressor, saws, drills, hoist.
- Use of hand tools.
- Computer operation.

Abilities:

- Ability to cooperate with coworkers on group tasks.
- Ability to examine mechanical or basic electrical systems, diagnose problems and make recommendations.
- Ability to adhere to safety standards and recognize safety warnings and hazards.
- Ability to carry out written and oral instructions.
- Ability to prepare accurate records from inspections and meter readings and interface with computers.
- Ability to interpret geographical maps, sewer charts and blueprints.

LANCASTER AREA SEWER AUTHORITY

- Ability to perform manual tasks or operate equipment for extended periods of time in possible adverse weather conditions.
- Ability to demonstrate polite and courteous manner toward the general public.
- Ability to demonstrate physical fitness, including long periods of standing, sitting, squatting, bending, climbing or descending stairs or ladders, and reaching.
- Ability to lift light objects; up to 10 lbs. continuously; ability to lift medium objects; up to 25 lbs. frequently; ability to lift heavy objects; up to 100 lbs. occasionally.
- Ability to demonstrate clear vision and sound hearing to avoid possible hazards, including moving vehicles and road equipment.

Education/Employment:

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Human Resources Department

Date: 1/16/12

Reviewed by:



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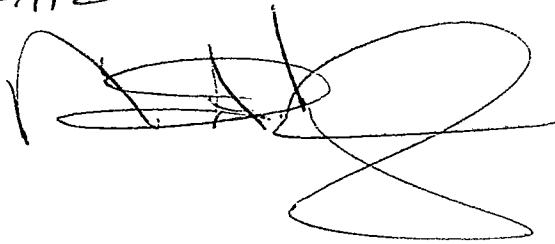
Date: Don Rogers, Ben Shuts, Bill [unclear]
3-13-12

Accepted by:

Executive Director

Date: 3/27/12

Approved by:



Revised: 08/16/04

Revised: 06/24/05

Revised: 04/26/10

Latest revision: 12/20/2011

