

RANDY EVANS, *Mayor*
DAVID SWACKHAMMER, *Director of Public Service / Safety*

CITY OF JACKSON

MEMORIAL BUILDING 145 BROADWAY ST. JACKSON, OHIO 45640
(740) 286-3224 (740) 286-2201

July 1, 2020

NOTICE

THE POSITION FOR A WATER PLANT REPAIRMAN, FOR WATER DISTRIBUTION/SEWER COLLECTIONS, WATER PLANT DEPARTMENT AND OTHER CITY FACILITIES, AS NEEDED, CITY OF JACKSON, OHIO, IS NOW OPEN FOR JOB BID.

BIDS AND APPLICATIONS ARE BEING ACCEPTED AT THE CITY OF JACKSON, MEMORIAL BUILDING, 145 BROADWAY STREET, JACKSON, OHIO.

THE HOURLY RATE OF PAY FOR A NEW HIRE IS \$18.02 (85%), AND THE HOURLY RATE FOR A CURRENT EMPLOYEE, SHOULD ONE BID, IS \$21.20.

SEE ATTACHED POSITION DESCRIPTION

POSTING TO BE COMPLETED AT 4:00 P.M., WEDNESDAY, JULY 15, 2020.

David Swackhammer
Director of Public Service/Safety

DS/rrp

ATTACHMENT

Jackson County Apple Festival
Held Annually Third Full Week in September



POSITION Plant Repairman	DIVISION City of Jackson
	DEPARTMENT(s) Water Distribution/ Sewer Collections Water Plant Department Wastewater Plant Other City facilities as needed
DESCRIPTION	UNIT OR OFFICE Based upon the location of the position being filled

() New Position (X) Change	LOCATION OF EMPLOYMENT Based upon the location of the position being filled
-----------------------------	--

USUAL WORKING TITLE OF POSITION

Water Plant Repairman

NORMAL WORKING HOURS (Explain unusual or rotating shift)

From: 7:30 AM To: 4:00 PM

JOB DESCRIPTION AND WORKER CHARACTERISTICS

%	Job Duties in Order of Importance	Minimum Acceptable Characteristics
	Perform the daily maintenance as required for any individual or across all; Water Plant, Water Distribution/Sewer Collections, Wastewater Plant and other City facilities as needed.	Hands on experience in repair and installation techniques, electrical, welding pneumatic, hydraulic, plumbing and fabrication.
	Carry out the daily maintenance – preventive, routine or emergency of all equipment including fabrication, welding, plumbing, and electrical as required to maintain operations.	Able to analyze problems and determine effective solutions.
	Recalibrate, adjust and maintain all computerized equipment including probes and feed systems.	Ability to relay clear and concise details to operator and superintendent if work involves plant operations
	Use work order system for completion of all tasks and maintain all maintenance records	Ability to perform math calculations including algebra and geometry
	Cross-training with Chief Plant Operator and Plant Operators, to become knowledgeable of operational processes and how it relates to	Ability to read and interpret blue prints/drawings/electrical schematics.
	Performs miscellaneous and emergency duties to assist the departments of responsibility.	Obtain LAB Certification, Water Department ONLY
	Order and track replacement parts and maintain inventory.	Ability to operate plants to meet regulations as required from the regulating authority
	Capable of working with outside contractors/engineers/vendors	Adhere to Confined Space Entry Regulations.
	Maintain accurate and identifiable data in log book as required by OEPA.	Work with others as a team.
	Enter Confined Spaces - meeting all confined space entry regulations.	Capable of lifting 50 lbs, climbing and walking / standing on uneven surfaces for long periods of time.
	Must be very skillful in all facets of maintenance, including: Equipment repair/replacement, Electrical A/C and D/C voltage up to 480 volts, Electrical wiring, Painting and Coating Maintenance, Building Maintenance, Pipe-fitting, Welding, Fabrication, SCADA Controls and associated Software programs, VFD's, and PLC's.	Valid Ohio Driver's License
	ABOVE LIST IS NOT EXHAUSTIVE AND MAY BE SUPPLEMENTED AS REQUIRED BY CHANGES IN THE POSITION REQUIREMENTS.	Desired.....Valid Ohio Commercial Driver's License Class B with air brakes and tanker endorsement.

SIGNATURE OF CITY REPRESENTATIVE

[Handwritten Signature]

DATE

6-19-20

SIGNATURE OF UNION REPRESENTATIVE

[Handwritten Signature]

DATE

6-19-2020

General Purpose and Essential Functions

Perform the daily maintenance as required for any individual or across all; Water Plant, Water Distribution/Sewer Collections, Wastewater Plant.

1. Carry out the daily maintenance – preventive, routine or emergency of all equipment including fabrication, welding, plumbing, and electrical as required to maintain operations.
2. Recalibrate, adjust and maintain all computerized equipment including probes and feed systems.
3. Use work order system for completion of all tasks and maintain all maintenance records
4. Cross-training with Chief Plant Operator and Plant Operators, to become knowledgeable of operational processes and how it relates to the equipment.
5. Order and track replacement parts and maintain inventory.
6. Capable of working with outside contractors/engineers/vendors
7. Maintain accurate and identifiable data in log book as required by OEPA.
8. Enter Confined Spaces - meeting all confined space entry regulations.

The above list is not exhaustive and may be supplemented as required by changes in the position requirements.

Knowledge, Skills, and Abilities

Desired: Three years Water Plant, Water Distribution/Sewer Collections, Wastewater Plant maintenance experience or certification from the State of Ohio, a College or Vocational School in Water Plant, Water Distribution/Sewer Collections, Wastewater Plant.

1. Hands on experience in repair and installation techniques, electrical, welding pneumatic, hydraulic, plumbing and fabrication.
2. Able to analyze problems and determine effective solutions.
3. Ability to relay clear and concise details to operator and superintendent if work involves plant operations
4. Ability to perform math calculations including algebra and geometry
5. Ability to read and interpret blue prints/drawings/electrical schematics.
6. Able to lift and carry 50 lbs.
7. Ability to operate plants to meet regulations as required from the regulating authority.
8. Adhere to Confined Space Entry Regulations.
9. Work with others as a team.
10. Must be able to stand, walk, climb and stoop for extended periods.

Equipment, Aids, Tools and Materials

The position holder is expected to operate/use or have knowledge of the following:

1. Hand and power tools.
2. Electrical measurements with millimeters
3. Dial calipers
4. Dial Indicators
5. Heavy Equipment and CDL vehicles with air brakes and tanker endorsement (such as backhoe, dump truck, etc).
6. Respirators
7. SCADA and associated software, Program Logic Controllers (PLC) and programming, Variable Frequency Drives (VFD) and programming.
8. Pumps and motors associated with plant operations, booster pumps and lift stations
9. Air Compressors / Blowers
10. Welder
11. Maintenance Computer Software
12. Generators – three phase and single phase
13. Portable/Stationary probes for measurement
14. Control panel design, build and install
15. Crane
16. Painting / Coating
17. Truck mounted snow plow
18. Mower, Trimmer, chainsaw, chipper

Must have own tools. Will be eligible for tool allowance specified in the Union Contract **ARTICLE 23, SECTION 5** (contract dated 09/01/19 to 08/31/22). The list below is a recommendation only and not to be considered inclusive.

Tool List

1. SAE wrenches from ¼ through 1 1/4 inches and 8mm to 19mm
2. SAE sockets from ¼ through 1 1/4 inches and 8mm to 19mm
3. Screwdriver set from large to small, including torque, star and Phillip heads
4. Torpedo level
5. Crescent wrenches from small to 18 inches in size
6. Pipe wrenches from 6 through 24 inches in size
7. Complete set of SAE and Metric Allen wrenches
8. Nut driver set from 3/16 through 1/2 inch
9. Small to large machine hammers
10. Channel lock pliers from small to large in size
11. Set of punches
12. Set of chisels
13. Wire Strippers
14. Wire Cutters
15. Set of Linemen Pliers
16. A lockable tool box capable of holding the tool(s) the employee would use in his work

Licenses

Valid Ohio Commercial Driver's License Class B with air brakes and tanker endorsement.

May be requested to obtain OEPA Operations Licenses for Water Plant, Water Distribution/Sewer Collections, Wastewater Plant, within 24 months after probation period, as need by the City.
NFP70 E Training and Attire (provided by City)

Qualifications, Education, and Training

QUALIFICATIONS:

Minimum of 5 years experience in electrical/mechanical/pneumatic/hydraulic repair and/or operation or certification from a college or vocational school in a plant maintenance related field or documented work experience in a related field

Must be very skillful in all facets of industrial maintenance, including: Equipment repair/replacement, Electrical A/C and D/C voltage up to 480 volts, Electrical wiring, Painting and Coating Maintenance, Building Maintenance, Pipe-fitting, Welding, Fabrication, SCADA Controls and associated Software programs, VFD's, and PLC's.

REQUIRED EDUCATION: High School Education or GED ON THE JOB: It would take a qualified person about one (1) year to be able to perform most of the job. Additional training will be provided if required.

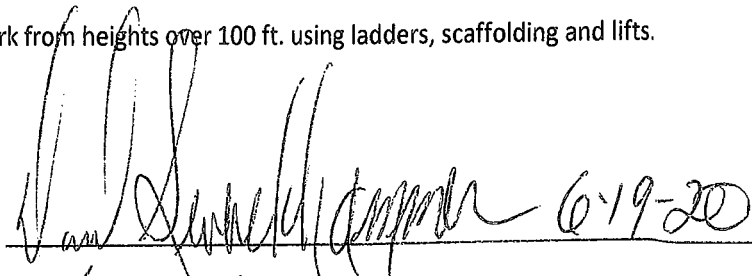
Probation Period as defined in bargaining agreement Article 10.

Working Conditions

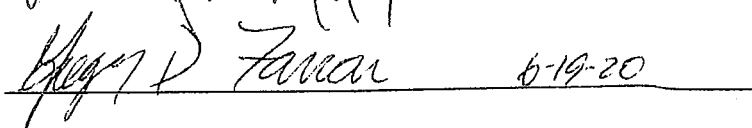
1. This job could be stressful at times because it requires concentration and competency in the routine performance of tasks assigned.
2. Must be able to think and adapt to a situation as a problem unfolds.
3. Dangers are present whenever working in or around rotating equipment, noisy conditions and electricity.
4. Ability to perform job functions in an environment that may consist of loud noise, dust, raw sewage odors, fumes, and all weather conditions.
5. Ability to work from heights over 100 ft. using ladders, scaffolding and lifts.

Revised 6/19/2020

City Representative

 6-19-20

Union Representative

 6-19-20