



## **Job Description: MAINTENANCE OPERATOR**

**SALARY RANGE: \$19.00 - \$29.00/hr.; D.O.Q**  
**Sign-on bonus ranging from \$500-\$1000**  
**for currently licensed TCEQ operators**

**FLSA: Nonexempt**

### **SUMMARY OF POSITION**

Maintains the District's wastewater collection/water distribution, treatment, and disposal system in a safe, effective, and efficient manner; requires technical expertise. Duties include performing preventative and corrective maintenance and repairs on facilities and equipment.

### **ORGANIZATIONAL RELATIONSHIPS**

1. **Reports to:** Maintenance Supervisor
2. **Directs:** This is a non-supervisory position
3. **Other:** Has contact with other District employees, customers, and with the general public.

### **EXAMPLES OF WORK**

- Read, understand, and complete specialized work orders;
- Perform predictive maintenance on facilities. Specialized skills and technical expertise required;
- Diagnose and repair technical problems with moving mechanical equipment;
- Diagnose and repair mechanical problems with vehicles and lawn equipment;
- Some cleaning and painting of equipment;
- Lubricate equipment, oil changes, replace packing and maintain records on work done;
- Evaluate treatment processes; make changes as necessary for proper plant operation;
- Perform other work as directed by the maintenance supervisor.

### **REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES**

*\* For the purpose of compliance with the Americans With Disabilities Act (ADA)*

*This job description does not take into account potential reasonable accommodations.*

*Knowledge of:* materials, methods and techniques used in construction, maintenance, and electrical repairs; vehicle maintenance and repair; pipe fitting; safety procedures and first aid training.

*Skill/Ability to:* understand and follow detailed oral or written instructions; demonstrate proficiency in both oral and written communication; work with direct supervision; attend and understand technical courses; perform basic mathematical calculations; operate specialized equipment; perform precise work requiring exact measurements, placement, removal, and/or correction; operate and maintain a variety of power and manual tools and equipment; handle dangerous chemicals; establish and maintain effective working relationships with co-workers and tolerate outside conditions, including exposure to adverse weather conditions. **Must be able to meet physical demands that include but are not limited to: lifting up to 50lbs., sitting or standing for extended periods of time and working in inclement weather.** Must be able to work on weekends as required, as well as overtime, to complete projects. Cross train in plant operations.

### **ACCEPTABLE EXPERIENCE AND TRAINING**

**Minimum** High School graduate or GED equivalent plus one to three years of experience in maintenance; or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

Water/Wastewater experience or license is a plus.

### **PROGRESSION**

Ability to obtain a TCEQ “C” certification within 3 years.

### **CERTIFICATES AND LICENSES REQUIRED**

- ❖ Texas driver’s license with good driving record.

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Applicant Signature & Date

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Superintendent Signature & Date