



**Title:**  
*Maintenance Mechanic Operator I*

**Level:**  
*1*

**FLSA Status:**  
*Non-exempt*

**Division:**  
*Centralized Maintenance*

**Department/Location:**  
*Facilities and Fleet Services*

**Employment Status:**  
*Regular Full Time*

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**SUMMARY**

This position reports to the Facilities Services Group Leader. This position operates various equipment to ensure the maintenance and upkeep of all Authority owned facilities and grounds. The Maintenance Mechanic Operator is an integral part of the storm water and street sweeping project assignments.

**RESPONSIBILITIES**

- Operate storm water vacuum truck, backhoe/loader, dump truck, tractor, tractor attachments, street sweeper and related equipment. Tow trailer with backhoe or other equipment.
- Operate snow removal equipment: tractors, loaders, plows, salt and sanding equipment.
- Perform other duties to include but not limited to: regular visual inspection, fluid level and hydraulic inspections of equipment. Perform preventative maintenance, greasing, lubing, and cleaning of equipment and tools. Replace brushes and side brooms on street sweeper as needed.
- Perform interior/exterior maintenance and construction projects, to include but not limited to: carpentry, drywall, plumbing, HVAC, minor electrical, masonry, drainage and irrigation.
- Maintain all Authority facilities, buildings, grounds, systems and appurtenances including but not limited to: lawn maintenance, sprinkler systems, workstation modifications, compressed air systems, exhaust and supply air systems.
- Enter, review and process work orders using the asset management system.
- Assist and work with other team members and classifications as required or as directed.
- Work safely from step ladders, aerial work lifts, roof tops, high extension ladders and scaffolding, both overhead and in below grade areas.
- Work safely at all times by observing all safety rules and regulations while utilizing all available safety equipment. Comply with all provisions and requirements of the lockout/tag-out safety program prior to working on any potential energized device.
- In accordance with 7:1E-212, employee shall be familiar with, and is responsible to perform the duties detailed in ACUA's written SOP's regarding hazardous substances, specifically SOP HAZ6. Employee is required to have Hazwoper 40 training, an annual 8 hour Hazwoper refresher courses and shall engage in a hazardous substance drill annually to demonstrate abilities related to position.
- Perform other duties as directed.
- This is a safety sensitive position. A safety sensitive position is a job which includes work duties in which an employee's performance of the job impacts the safety of themselves or others. The term includes jobs where performing a task poorly or failure to perform it all could result in a safety incident. A person in a safety sensitive position must have the ability to perform a given set of tasks effectively without exception, on an ongoing basis.
- As needed and/or directed, assist the ACUA with its environmental mission and commitment to excellent customer service, to include but not limited to: serve in an advocacy role, help with site tours, attend events and activities that the Authority participates in or sponsors.
- Remain compliant with all training requirements for this position. The training requirements for this position are located on InsideACUA in the Employee Resources section (Blue Box) under Training Resources.

**MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS**

- HS diploma or GED
- Minimum of 2 years experience in a facility maintenance related field

**ESSENTIAL SKILLS, KNOWLEDGE, AND ABILITIES**

- Valid driver's license in good standing
- Valid commercial driver's license (CDL), Class A, with an airbrake endorsement. *Candidates who hold a CDL Class B or Class D (Basic Driver's License) may be eligible for consideration however a CDL, Class A, must be obtained within 6 months of position appointment.*
- Mechanical aptitude, background in facilities maintenance.
- Working knowledge and skill of the materials, tools, methods and equipment used in the building trades, such as carpentry, plumbing, painting, masonry, electrical and drywall.



# ACUA

Atlantic County Utilities Authority

- Proficient in the use of hand, power and air tools to include but not limited to: circular saws, drills, grinders, routers, air powered nailers, pneumatic impact wrenches, band saws, drill presses, table saws, and powered lawn maintenance equipment.
- Ability to work overtime, weekends and holidays.
- Ability to work during weather related and/or other emergency call-ins.

### **PREFERRED QUALIFICATIONS**

- 2+ years documented experience operating equipment listed in Responsibilities section of job description

### **PHYSICAL REQUIREMENTS**

*The physical activities described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Essential functions are those functions that the employee who holds the position or the candidate that desires the position must be able to perform unaided or with the assistance of a reasonable accommodation. When possible, reasonable accommodations may be made for persons who are disabled under the law. Reasonable accommodations are those accommodations which, as defined under applicable State and Federal law, enable disabled individuals to perform the essential functions of their job title and to meet the Employer's expectations for the job title. While performing the functions of this job the employee:*

Constantly operates all equipment and/or machinery associated with this job. Frequently moves and transports supplies, materials, equipment and/or mechanical components up to 49lbs. Frequently moves and positions self for extended periods to work in tight, close, high and low workspaces. Frequently operates hand, power, and other mechanical or maintenance tools and equipment. Frequently ascends/descends ladders. Constantly moves about to inspect the grounds, buildings, property and/or equipment. Some occasional excavation will be required. Must be able to operate test instruments and tools requiring manual dexterity and good visual acuity. Must be able to be exposed to or work under the following conditions: near moving parts and large machinery, fumes or airborne particles, toxic or caustic chemicals, work in areas with excessive vibration, loud noises and risk of electrical shock. Must have close, distance, color, peripheral and depth vision. Constantly works safely at all times by observing all safety rules and regulations while utilizing all available safety equipment. Constantly works in all outdoor weather conditions.

### Job Description Acknowledgement

<i>Employee (Print Name):</i>	<i>Employee's Signature:</i>	<i>Date:</i>
<i>Supervisor (Print Name):</i>	<i>Supervisor's Signature:</i>	<i>Date:</i>