

## POSITION OPEN

The Council Bluffs Water Works is seeking a qualified applicant to fill an open Equipment Mechanic I position.

This person performs mechanical, electrical, and plumbing work in the maintenance and repair of machinery in the Water Treatment Plants, pumping stations and other facilities. Must have earned a high school diploma or equivalent and have a minimum of two years technical training and/or work experience in plant and machinery maintenance.

If you are interested in this excellent career opportunity, send your resume and salary history to:

**Equipment Mechanic I**  
**ATTN: Hilleary Schrage, Administrative Manager**  
**2000 N 25<sup>th</sup> Street**  
**Council Bluffs, IA 51501**

You may view a detailed job description by visiting our website.  
[www.cbwaterworks.com](http://www.cbwaterworks.com)

EOE

## JOB DESCRIPTION

Title of Position: Equipment Mechanic I

Department: Facilities and Grounds

Title of Immediate Supervisor: Chief Equipment Mechanic

Definition: Performs mechanical work in the maintenance and repair of machinery in the Water Treatment Plant and related pumping stations. This includes all mechanical equipment and stationary machinery owned and operated by the Council Bluffs Water Works.

An employee of this classification has learned the basics of maintaining and repairing mechanical equipment, as well as proper use of tools and mechanical trades. This position requires considerable supervision. Must demonstrate desire and ability to progress to an Equipment Mechanic II. This individual may also be required to carry a cell phone at all times including both "on and off" duty.

Major Responsibilities:

1. Receives general, guidance and work assignments from the Director Facilities and Grounds or his designated person. Translates general direction, guidance, or assignment into finished work product.

2. Assure the safe operation of all tools and equipment and safe work practices for all activities performed in the repair and maintenance of the Treatment Plant and pumping station equipment.
3. Performs repairs on all Treatment Plant pumps, electrical, water, steam, air and drain lines. This includes any work that may be performed at related water towers and pumping stations.
4. Inspect and perform preventative maintenance tasks to all treatment and pumping equipment of the Council Bluffs Water Works.
5. Prepare new equipment for use in the treatment plants and pumping stations.
6. Respond to emergency repair calls for all equipment.
7. Operate hand and power tools, drill presses and grinders.
8. Paint, fabricate and install wood metal designs.
9. Perform arc, acetylene, and gas welding.
10. Other duties may be assigned, as necessary.

Required Knowledge, Skills, and Abilities:

1. Employees will have no condition preventing performance of heavy and demanding physical labor outdoors and/or in confined spaces under all weather conditions.
2. Must be able to work with supervision.
3. Must possess knowledge of standard practices, methods, tools, and materials involved with the mechanical and electrical trades.
4. Must be able to speak, understand, read, and write English and keep accurate legible records of work performed and actions taken.
5. Must have the knowledge and skill to safely operate vehicles, tractors, front-end loaders, boom, and dump trucks.
6. Must be skilled in the safe use of hand and power tools, concrete mixers, pumps, pipe cutting and threading machines, drill press and soil compactors.
7. Must be able to work overtime and as called to respond to emergencies.

Required Experience and Training:

1. High school degree or equivalent.

2. Minimum two years technical training and/or work experience in plant and machinery maintenance.

Physical Requirements:

1. Must be sighted.
2. Must be able to hear normal conversation.
3. Must be able to use and communicate using a standard touch-tone telephone, cellular phone, and two-way radio and person to person conversation.
4. Must be able to walk over uneven terrain under all weather conditions.
5. Must be able to climb interior and exterior stairs.
6. Must be able to climb a ladder and ladder rungs in a pit.
7. Must be able to perform physical labor standing upright, stooped over, squatted down, bend over or kneeling in non-standard locations.
8. Must be able to crawl into and out of crawl spaces under houses and buildings.
9. Must be able to lift seventy-five (75) pounds into and out of truck bed.
10. Must be able to use self-contained breathing apparatus and enter, exit, and work in confined spaces as defined by OSHA.
11. Must have manual dexterity sufficient to thread small screw, bolts, nuts, and appurtenances.
12. Must be able to operate up to and including a 55,000 lb. (GVW) vehicle with air brakes.
13. Must be able to wear all personal protective equipment necessary for safe working conditions.