CITY OF RICHLAND

CLASSIFICATION TITLE:	JOB#	AFFILIATION:
TREATMENT PLANT MECHANIC II (WW)	JP-0197	Affiliated (IUOE)
REPORTS TO:	**PAY GRADE:**	**FLSA STATUS:**
WASTEWATER MAINTENANCE SUPERVISOR	Per CBA	Non-Exempt

GENERAL SUMMARY:

This is the full journey level position in the Treatment Plant Mechanic classification. Under the direction of the Wastewater Maintenance Supervisor or designee, performs highly skilled work from a variety of crafts toward the construction, maintenance and repair of the City's wastewater treatment plant, lift stations, and related facilities. Subject to after hours and weekend work as needed. Safely performs all job functions.

ESSENTIAL JOB FUNCTIONS:

Duties listed are representative of the types of tasks and functions performed by positions of this class of work. Percentage of time and rank of importance of duties are not listed since both will vary by position and work location. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Trains, directs and oversees assigned staff in daily activities.
- Plans, schedules, performs and determine work required for the maintenance and repair of the treatment plant and related facilities. Helps coordinate and prioritize equipment maintenance repairs with the Wastewater Operations Staff.
- Operates, hand and power tools, and other equipment including related computer equipment to gain access to wastewater plant equipment, processes, and lift stations for repair and maintenance purposes.
- Maintains equipment history files, and records all preventative maintenance and work order activities.
- Evaluates, recommends, orders and maintains parts inventories.
- Welds, fabricates and repairs tools, parts and other equipment essential to the wastewater systems and treatment plants of the City.
- Trains assigned employees in the safe operation and application of all assigned equipment and material.
- Troubleshoots and repairs mechanical equipment, including, sodium hypochlorite disinfection systems, dewatering, thickening equipment, aeration blower and

diffusers,mechanical mixing equipment, polymer equipment, chemical feed systems, and solution metering equipment.
- Diagnoses pump and equipment problems and takes necessary corrective actions.
- Performs general maintenance, plant additions, alternations and changes including plumbing, painting and carpentry.
- Helps in updating the Operations and Maintenance Manuals involving new equipment and also helps in updating the preventive maintenance tasks for all new equipment.
- Purchases equipment, materials and parts for necessary repairs.
- Works with vendors and contractors in equipment repairs and equipment purchases.
- Performs other duties as assigned.

KNOWLEDGE, SKILLS & ABILITIES:

Identify specific and realistic knowledge, skills and abilities necessary to competently perform this job.

Knowledge of:
- Applicable Federal, State, and local laws, rules, codes and regulations related to assigned activities.
- Modern office practices, methods, procedures and equipment.
- Record-keeping principles, procedures, and techniques.
- Techniques, procedures and practices associated with the repair and maintenance of equipment typically found in wastewater treatment plants, liftstations and related facilities.
- Treatment plant mechanical equipment including pumps, compressors, hydraulic systems, generators, valves and other equipment utilized in the wastewater piping distribution systems.
- Health and safety laws, regulations and policies applicable to assigned tasks.
- Installation, removal and repair of centrifugal, dry pit, positive displacement, lineshaft turbine and submersible pumps.
- Applicable health and safety policy, procedures and practices.

Skills and Abilities to:
- Learn, read, interpret, and apply and explain rules, regulations, policies and procedures.
- Use acetylene, tig, wire feed and arc welding equipment.
- Safely operate hand and power tools.
- Rig equipment and materials for hoisting or moving.
- Read and interpret pump curves, sketches and blueprints.
- Effectively and patiently train and mentor entry level Treatment Plant Mechanic or other assigned staff.
- Follow oral and written instructions.
- Observe legal and defensive driving practices.
- Follow safety and health regulations.

- Use micrometers to achieve close tolerances needed for pump alignments, repairs and fabrications.
- Communicate effectively both orally and in writing; comprehend and use English effectively including producing all forms of communications in a clear, concise and understandable manner to intended audiences.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; work independently with little or no direction, set priorities and meet deadlines.
- Use tact, initiative, prudence and independent judgment within general policy and procedural guidelines.
- Establish, maintain and foster positive and effective working relationships with those contacted in the course of work.
- Operate a variety of modern office equipment and personal computers in a windows based computing environment, using standard or customized software application programs appropriate to assigned tasks.
- Provide continuous effort to improve operations and work cooperatively and jointly to provide quality customer service.

EDUCATION & EXPERIENCE REQUIREMENTS:

- Two (2) year college degree in industrial mechanics or related field or equivalent trade school certificate or apprenticeship program participation. Six (6) years of experience performing mechanical installation, removal, repair and maintenance of pumps, small motors, mechanical feed systems and other precision mechanical devices, including welding, rigging, fabrication and equipment repair.
- Or an equivalent combination of education, training and experience that will provide the necessary knowledge, skills and abilities to successfully perform the essential functions of the job.

LICENSES, CERTIFICATIONS & OTHER REQUIREMENTS:

- Valid driver's license upon hire date, with an ability to obtain a City of Richland-assisted Class "A" CDL with tanker endorsement within two (2) years of hire date.
- Must obtain National Commission for the Certification of Crane Operators (NCCCO) "Telescopic Boom Cranes – Fixed Cab Operator" (TSS) certification within eighteen (18) months of hire and maintain through employment.
- Obtain Signal Person and Rigger Certification within eighteen (18) months of hire and maintain through employment.

COMPETENCIES

Foundational

- Use Technical/Functional Expertise: Displays an appropriate depth of knowledge and skills as required for the position and commensurate with the time in class. Uses technology as appropriate for the position. Seeks additional knowledge and information to continually enhance knowledge in areas of specialty.

- Be Accountable for Performance: Actively shows responsibility, reliability, and trustworthiness. Ensures work and information are complete and accurate. Admits mistakes and looks for ways to improve. Models self as dependable and reliable. Follows up with others to ensure agreements and commitments have been fulfilled. Values the importance of team and organizational success. Independently takes action to influence events, to improve own or organizational performance and to promote the goals of the organization.
- Provide Excellent Customer Service: Anticipates, assesses, and responds effectively to the needs of diverse customers, both internal and external, providing consistently excellent service that is timely, accurate, courteous, and respectful.
- Communicate Effectively: Uses verbal and written skills effectively to ensure that information is successfully shared throughout the organization. Relates well to a range of people. Shows sensitivity to the needs of others. Demonstrates ability to build rapport and facilitates mutual understanding.
- Work Safely: Knowledge and application of relevant safety requirements that apply to the specific work being done. Recognizes and mitigates safety hazards on the job. Observes rules and regulations to comply with personal and workplace safety standards. Works to create a hazard-free, accident-free environment.

WORKING CONDITIONS

The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of the job. The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Environment:

- Typically performed at the wastewater treatment facility, and at the lift stations located throughout the City.
- The position involves some work outdoors on a year round basis and could be subject to extreme weather conditions.
- The noise level in the work environment is usually quiet to moderate, depending on whether in the office, shop and/or lift station.
- May be exposed to moving mechanical parts and vehicles within a work site.
- Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies/procedures.

Physical Demands:

- Must be able to regularly and punctually attend work at the plant or other assigned locations.
- Operate a motorized vehicle, which may include inclement weather conditions.
- Operate standard equipment for assigned tasks.

- Ability to sit, stand, walk, bend, reach with arms and hands, kneel and stretch, occasionally crawling in tight spaces, and crawl spaces as well as the ability to climb ladders and stairs, ride on platform hoists.
- Ability to lift, push, carry and pull materials and objects weighing up to 50 lbs. on a routine basis and up to 90 lbs. as needed using proper lifting techniques.
- Manual dexterity of hands and fingers to include repetitive grasping and reaching.
- Good vision to read print and a computer screen.
- Ability to hear and speak to communicate in person and over the telephone.

SELECTION GUIDELINES:

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job classification description does not constitute an employment agreement between the City of Richland and employee and is subject to change by the City as the needs of the City and requirements of the job change.

AUTHORIZATIONS: ***(For Archive)***

Larry Paulson 7/1/2026

Human Resources Director **Date**

7/2/2026

Department Director **Date**

7/6/2026

City Manager or Authorized Designee **Date**