

**CITY OF CONCORD
CLASS SPECIFICATION**

CLASS TITLE: MAINTENANCE TECHNICIAN
DEPARTMENT: GENERAL SERVICES
REPORTS TO: VARIOUS

JOB CODE: 2707
DATE: 2/08

JOB SUMMARY:

Performs a variety of skilled and semi-skilled duties and some field measurement duties involving locating, constructing, inspecting, repairing, cleaning, maintaining, signing, and marking city streets and pavements, water and wastewater systems, parks, and other facilities; serves as lead worker, supervising a crew of assigned workers, may assist with or perform skilled trades such as plumbing, electrical, and carpentry, and may operate a vactor truck.

ESSENTIAL JOB FUNCTIONS: (All essential functions may not be performed by all incumbents).

Inspects pump station equipment, including pumps, generators, wetwell, grinders, oil levels, heaters, and humidifiers; welds and fabricates items.

Repairs motors, engines, valves, pumps, air ducts, oil seals, and water packings; replaces bearings.

Completes various electrical work such as installing ballasts and conduits, cleaning electric valves, and pulling wire; may perform carpentry work such as wood repairs and making racks and covers for air conditioning units; repairs plumbing fixtures in chlorine buildings and new additions; maintains generators.

Performs grounds maintenance work such as mowing, trimming, weeding, irrigating lawns, raking, shoveling, sweeping, and pruning trees; maintains brickwork, concrete areas, roofs, and other similar fixtures of buildings; paints interior and exterior surfaces.

Assists with plowing and removing snow from roadways and walkways during winter season.

Operates motor vehicle for transportation to work site and to haul wastewater residuals to appropriate disposal site; checks vehicles before use and performs minor maintenance as required.

Assists with updates of information and documents related to water, sanitary sewer, and drainage systems.

Serves as lead worker in planning, assigning and assisting the work activities of city crews as they relate to the construction and maintenance of sanitary sewer and storm systems.

Serves as lead worker in operations to install and repair sewer systems, lay and replace sewer lines and house connections, and construct manholes and catch basins.

Serves as lead worker in the handling of chemicals.

Serves as lead worker in planning, assigning, and assisting the work activities of city crews as they relate to grounds division functions.

Performs minor repairs of water booster stations and related equipment.

Assists with emergency repairs on major water and/or sewer line breaks or leaks.

Assists private contractors.

Maintains recreation and playing fields; prepares ice rinks for use by general public.

Operates a vactor truck and related tools and equipment; cleans catch basins; records basin status on

basin report card and in tough book; jets sewer or drainage lines; jets culverts; vacuum pump stations at wastewater plant; vacuums water from water brakes to assist in repairs; vacuums water pits at water plant to repair sump pumps.

Performs other related duties as assigned.

MATERIAL AND EQUIPMENT USED: (Depending on area of assignment)

Riding Mower	Backhoe	Drill Press
Front End Loader	Chain Saw	Dump Truck
Compressor	Hand Tools	Hydraulic Press
Turbidity Tester	Sand BlasterWelder	Motor Vehicle
Metal Detector	Pressure Pump	Chlorinator
Calipers	Micrometers	Chlorine Testing Equipment
Vactor Truck and Tools		

MINIMUM QUALIFICATIONS REQUIRED:

Education and Experience:

High School diploma or GED; and, one to two years of experience performing skilled labor or trades work related to assignment; or, any combination of education, training and experience which provides the knowledge, skills and abilities required for the job.

Licenses and Certifications:

Valid New Hampshire Driver's License.

May be required to possess valid New Hampshire Class (B) Commercial Driver's License with air brake endorsement.

Others may be required according to assignment.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of:

Standard tools, methods, practices, and materials of one or more trades.

Operation of power equipment and light to medium automotive and other equipment related to assignment.

Operation of vactor truck and tools.

Fundamental engineering and design work.

General construction and/or maintenance methods and practices.

Storm drainage, sewer, and water methods and practices.

Park and grounds maintenance, and lawn and plant care.

Skill in:

Operation of required tools and equipment.

May be required to possess some skill in welding.

Mental and Physical Abilities to:

Give directions and obtain compliance from subordinates.

Take and follow directions from supervisor.

Perform strenuous and routine work.

Deal courteously and diplomatically with the general public.

Read and interpret documents such as safety rules, operation and maintenance instructions, and procedure manuals.

Deal with problems involving few concrete variables in standardized and non-standardized situations.

Perform duties while standing walking, bending, crouching, or stooping.

Frequently lift light and occasionally heavy objects.

Climb ladders.

Use tools or equipment requiring a high degree of dexterity.

Distinguish between shades of color.

Working Conditions:

Work is performed in an office, warehouse, and outdoors, where the employee may be exposed to cold or inclement weather.

Work exposes the employee to dust, dirt, grease, machinery with moving parts, contagious or infectious diseases, and irritating chemicals.

Work is performed in a very noisy place.

The work requires the use of protective devices such as masks, goggles, hard hats, safety vests, safety boots or gloves.

This class specification should not be interpreted as all inclusive. It is intended to identify the essential functions and requirements of this job. Incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this specification. Any essential function or requirement of this class will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA). Reasonable accommodation for the specific disability will be made for the incumbent/applicant when possible.