



CITY OF CASPER
invites applications for the position of:
**Plant Mechanic I or
II - Waste Water
Treatment Plant**

SALARY: \$22.19 - \$32.95 Hourly
\$3,846.27 - \$5,711.33 Monthly
\$46,155.20 - \$68,536.00 Annually

To apply:
www.casperwy.gov

OPENING DATE: 08/10/21

CLOSING DATE: 09/12/21 12:00 AM

CLASS SUMMARY:

Assigned to: Waste Water Treatment Plant
Total Compensation Plan

Typically, all positions will begin being paid at the beginning of pay range listed above.

***Qualified applicants have the potential to start at the Plant Mechanic II level (\$24.41 - 32.95 per hour) if they have 2 years' experience and licensing requirements**

Incumbents are responsible for performing a variety of skilled maintenance, repair, and service of machinery, electrical systems, and equipment.

REPORTING STRUCTURE:

Receives general supervision from higher level supervisory and management staff.

TYPICAL CLASS ESSENTIAL DUTIES:

1. Maintains, repairs, and services well fields, booster stations, electrical installations, machinery, and equipment such as pumps, valves, motors, engines, meters, drives, tanks, and compressors.
2. Operates equipment and tools including dump trucks, frontend loaders, skidsteers, jack hammers, drills, pumps, welder, power and mechanical hand tools, precision tools, basic electrical tools, pump alignment/vibration tools, and air compressors.
3. Performs preventive maintenance on pneumatic, hydraulic, gas, and electrical systems.
4. Maintains service records including parts and supplies used in repairs and maintenance.
5. Troubleshoots and diagnoses problems with mechanical, electrical, hydraulic, and pneumatic equipment; performs a variety of electrical tests; reads blue prints, construction drawings, and mechanical drawings as needed.
6. Performs a variety of custodial and routine building maintenance duties; strip and wax floors; paint building interiors and exteriors.
7. Serves as a relief Plant Operator when required.

8. Represents the City of Casper by responding to the public, citizens, its employees, and others in a prompt, professional, and courteous manner.
9. Performs other duties of a similar nature or level.

Knowledge (position requirements at entry):**Knowledge of:**

- Applicable tools and equipment utilized in the trade.
- Machinery, electrical systems and equipment repair techniques.
- Diagnostic devices utilized in identifying equipment malfunctions.
- Welding techniques.
- The principles of operating machinery, electrical installations, and related equipment.
- Safe work methods and standards.
- Recordkeeping principles.
- Computers and related software applications.

Abilities (position requirements at entry):**Ability to:**

- Routinely demonstrate the City of Casper core values.
- Work a variety of shifts, and participate in On-Call schedule, including weekends, nights, and holidays as needed.
- Be flexible with assignments which may change.
- Work according to safety standards under potentially hazardous conditions.
- Follow all City safety rules and procedures and immediately report all accidents/incidents or unsafe conditions to a supervisor.
- Receive work orders and complete tasks in a timely manner.
- Perform a variety of repair, maintenance, and servicing tasks.
- Work independently using good judgement in absence of supervision.
- Operate welding equipment.
- Operate computers and related software applications.
- Learn and apply preventive maintenance and inspection methods.
- Read and interpret materials and service manuals.
- Learn to accurately read and record data from gauges and flow meters.
- Learn and follow local, state and federal laws, rules and regulations.
- Maintain a neat and professional appearance.
- Follow written and verbal instructions and direction.
- Communicate effectively verbally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.

Skills (position requirements at entry):**Skill in:**

- Repairing, maintaining, and servicing machinery, electrical systems and related equipment.
- Operating in a courteous, knowledgeable and tactful manner with customers, staff and the general public.
- Oral and written communication, sufficient to exchange or convey effective information and to receive work direction.
- Operating modern office equipment, software and operating systems/applications.
- Recording readings.

TRAINING, EXPERIENCE & CERTIFICATIONS:**Education and Experience:****Plant Mechanic I -**

- High school diploma or equivalent (G.E.D.) required.
- Minimum of two years' experience in mechanical maintenance and repair preferred.

Plant Mechanic II -

- High school diploma or equivalent (G.E.D.) required.
- Minimum of two years' experience performing journey level plant mechanic work in water purification and/or at a wastewater treatment plant.

Licensing and Certification Requirements:**Plant Mechanic I -**

- Possession of, or ability to obtain, a valid Class B Wyoming Driver's License within 12 months from date of hire is preferred.
- Possession of, or ability to obtain, a Level I Water or Wastewater license as applicable through the Department of Environmental Quality (DEQ) in the State of Wyoming within 12 months from date of hire.

Plant Mechanic II -

- Possession of, or ability to obtain, a valid Class B Wyoming Driver's License within 12 months from date of hire.
- Possession of a Level I Water or Wastewater license as applicable through the Department of Environmental Quality (DEQ) in the State of Wyoming within 12 months from date of hire (if hired from out of State). Internal candidates and those hired within the State of Wyoming shall have this certification upon hire.

SUPPLEMENTAL INFORMATION & PHYSICAL REQUIREMENTS:

The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

This position is eligible to naturally progress to Plant Mechanic II position once incumbent obtains all the requirements for Plant Mechanic II. This can only be authorized by the Department Head who determines the operational need and budgetary requirements necessary.

Women, minorities, and individuals with disabilities are encouraged to apply.

Employment with the City of Casper is contingent upon a successful background screen and pre-employment drug test. Applicants who have failed a pre-employment screen or have been terminated from the City of Casper are ineligible for employment consideration for 12 months. You will become eligible for consideration 12 months from the date of your incident (pre-employment screen or termination).

As a condition of employment, the successful candidate must utilize direct deposit for payroll purposes.

Physical and Environmental Conditions:

City of Casper employees that perform safety sensitive tasks are subject to pre-employment and/or random drug testing. These tasks include, but may not be limited to:

- Emergency response/rescue
- Handling or working with hazardous materials, including chemicals as well as solid and liquid waste
- Operating or maintaining water and wastewater systems
- Maintaining City computer and data systems including networks, servers, communication systems, etc.
- Driving for the City of Casper, whether essential or non-essential
- Operating power-driven machinery or equipment
- Handling confidential information, including personnel, health, financial, or attorney-client information
- Working with or around children

Positions in this class typically require: stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, grasping, talking, hearing, seeing and repetitive motions.

Medium work: Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to lift, carry, push, and pull or otherwise move objects, including the human body.

Incumbents in this position work indoors and outdoors, regardless of weather conditions. Employees may be exposed to extreme temperatures, energy sources, harmful gasses and chemicals, confined spaces, and loud noise. Frequent work with or around motorized equipment and machinery is likely. Common personal protective includes safety toe boots, gloves, hard hats, and hearing protectors Incumbents may be required to drive to remote work sites to perform work.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.casperwy.gov>

Position #1125-02
 PLANT MECHANIC I OR II - WASTE WATER TREATMENT
 PLANT
 HR

200 N. David - Human Resources
 Suite 107
 Casper, WY 82601
 (307)235-8344
 (307)235-8421

neogovalerts@casperwy.gov

Plant Mechanic I or II - Waste Water Treatment Plant Supplemental Questionnaire

- * 1. Which of the following best describes your level of education?
- Some High School
 - High School Diploma or G.E.D.
 - Some College
 - Associate's Degree
 - Bachelor's Degree
 - Master's Degree
 - Doctoral Degree
- * 2. How many years of experience do you have in mechanical maintenance and/or repair?
- None
 - Less than 1 year
 - 1 year to less than 2 years
 - 2 years to less than 3 years
 - 3 years to less than 4 years
 - 4 years to less than 5 years
 - 5 years or more
- * 3. Please describe (in detail) your experience and where you obtained the experience.
- * 4. Do you have any water certifications through the DEQ?
- Level I
 - Level II
 - Level III
 - Level IV
 - I do not have any DEQ certifications.
- * 5. What type of Commercial Driver's License (CDL) do you currently possess?
- Class A
 - Class B
 - I do not have a CDL.

* Required Question