

**MIDDLESEX COUNTY UTILITIES AUTHORITY  
JOB OPENING(S)**

JOB TITLE: Maintenance Mechanic

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DEPARTMENT: Maintenance	DIVISION: Wastewater
LOCATION: Central Treatment Plant/ As assigned	EXEMPT: No
SALARY LEVEL: N-5	SHIFT: No
REPORTS TO: Maintenance Foreman/as assigned	REVISED: 6/19/2020
OTHER REQUIREMENTS: Must be available to work "on-call" and overtime	

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**SUMMARY:** Installs, maintains, and repairs machinery, equipment, physical structures, plumbing, pipes and HVAC systems in wastewater treatment plant. Repairs and maintains machinery and mechanical equipment such as motors, blowers, compressors, valves, gear boxes, drive systems, pneumatic tools, conveyor systems, and pumps by performing the following duties.

**ESSENTIAL DUTIES & RESPONSIBILITIES:** Include the following and others as assigned.

Visually inspects and tests machinery and equipment. Observes mechanical devices in operation and performs tests to detect malfunctions. Discusses machine operation variations with supervisors or other maintenance workers to diagnose problem and make repairs.

Dismantles defective machines and equipment and installs new or repaired parts.

Cleans and lubricates shafts, bearings, gears, and other parts of machinery.

Assembles, installs, and maintains pipe systems and related hydraulic and pneumatic equipment, and repairs and replaces gauges, valves, pressure regulators, and related equipment.

Repairs and maintains physical structures of establishment, performs buildings and grounds maintenance as required.

Sets up and operates machine tools such as bandsaw, grinder, drill press, hydraulic press, and power hacksaw to repair or fabricate machine parts, jigs and fixtures, and tools.

Operates cutting torch or welding equipment to cut or join metal parts.

Cuts and threads pipes, repairs and installs ducts and fittings.

Fills out records and documentation, performs other assigned tasks as required.

Uncrates, assembles, installs and/or tests new equipment to provide feedback on how well the apparatus complies with the plans and specifications.

Executes requirements of preventive maintenance programs and the preparation of accurate records and documentation.

As assigned, uses machine operated or manual equipment to remove snow and ice from parking lots, sidewalks, stairs and entrances to buildings; applies salt to slippery surfaces.

Complies with applicable safety and health policies and procedures and performs other duties as assigned.

**QUALIFICATION REQUIREMENTS:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

**EDUCATION and/or EXPERIENCE:** High School Diploma or General Equivalency Diploma (GED); three (3) years related experience and/or training in a wastewater or industrial treatment plant of comparable size; or equivalent combination of education and experience.

**OTHER SKILLS and ABILITIES:** Basic knowledge of the operation, care, maintenance and repair of machinery and equipment of the types and sizes used in a wastewater treatment plant. Ability to use common hand and power tools. Ability to operate light trucks, vans, forklifts, and other common maintenance vehicles and machinery. Basic ability to assemble, install, move and disassemble equipment and machinery. Ability to utilize electronic or other diagnostic devices to detect problems with equipment or machinery. Ability to understand and follow plant safety procedures, rules, regulations and oral or written instructions and training. Basic understanding of troubleshooting procedures. Must be able and willing to utilize appropriate respirators or other safety equipment/PPE required in the performance of maintenance duties.

**LICENSES:** Must possess valid state of residence Driver's License and meet Authority insurance requirements. Must possess, or be able to obtain within 12 months of appointment, a low pressure, Black Seal boiler operator's license. A "Class B Commercial Driver's License" may be required.

**PHYSICAL DEMANDS:** While performing the duties of this job, the employee is frequently required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch or crawl, talk, hear and smell. The employee is occasionally required to sit. The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move up to 75 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

**WORK ENVIRONMENT:** While performing the duties of this job, the employee regularly works near moving mechanical parts and in outside weather conditions (heat, snow, winds, rain, etc.), on uneven surfaces or terrain. The employee frequently works in high, precarious places, confined spaces, manholes and pits, and open water vessels and channels. The employee is occasionally exposed to fumes, noxious odors or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration. The noise level in the work environment is usually moderate.

## INSTRUCTIONS TO APPLY FOR THIS POSITION:

Anyone interested in applying for this position should submit a current resume and a letter of interest explaining how the candidate meets the job requirements. **Please contact Matthew Wiater at [mwwaiter@mcua.com](mailto:mwwaiter@mcua.com) for additional information regarding salary and benefits as well to submit resume and application.** Employees who are newly hired or accept a new position within the Authority, those who are promoted to a new job classification or have been transferred to a new assignment, and former employees who have been rehired, are classified as Conditional Employees for a period of six (6) months beginning with the first day on the new job. Any current employee who accepts and begins working in this position may not be able to return to their old position, or to any other position within the Authority, because of withdrawal or removal from, or inability to perform in this position. Qualified employees are encouraged to apply for posted positions as they occur.

The MCUA is an Equal Opportunity Employer (EEO/AA).