

To apply, submit application at: <https://www.governmentjobs.com/careers/casperwy>



CITY OF CASPER
invites applications for the position of:
Plant Mechanic I or II

SALARY: \$20.11 - \$24.44 Hourly
\$3,485.73 - \$4,236.27 Monthly
\$41,828.80 - \$50,835.20 Annually

OPENING DATE: 07/12/18

CLOSING DATE: Continuous

CLASS SUMMARY:

Assigned to: Waste Water Treatment Plant
(Position will remain open until filled)

Incumbents are responsible for performing a variety of skilled maintenance, repair, and service of machinery, electrical systems and equipment. Responsibilities may include changing oil and other lubrication, welding; and repairing a variety of plant equipment. Receives general supervision from higher level supervisory and management staff.

Job placement for successful applicant is dependent on education and level of experience.

This position is driving essential (see driving requirements below).

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 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. Represents the City of Casper by responding to the public, citizens, its employees, and others in a prompt, professional, and courteous manner while continuously maintaining a positive customer service demeanor.
8. Follows all City safety procedures. Reports all accidents/incidents immediately to supervisor.
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:

- Work a variety of shifts including weekends, nights, and holidays as needed.
- Be flexible with assignments which may change.
- Work according to safety standards under potentially hazardous conditions.
- Receive work orders and complete tasks in a timely manner.
- Perform a variety of repair, maintenance, and servicing tasks.
- Work independently.
- 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.
- 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.
- Using a computer and related software applications.
- Recording readings.

TRAINING, EXPERIENCE & CERTIFICATIONS:**Training and Experience:**

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

Licensing Requirements:

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

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.

Driving records are required for all new employees regardless of the position's driving requirements. If the employee has not held a Wyoming driver's license for the last three years, the employee must provide at their own initiation and expense a driving record from their previous state(s) of residence.

Physical Requirements:

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.

Incumbent may be subject to extreme temperatures.

Driving Requirements:

For driving essential positions, employment with the City of Casper is contingent upon a satisfactory driving record. A driving record that reflects any of the following criteria is considered unsatisfactory:

- 1) Convicted of three (3) or more moving violations within the previous 36 months (three separate, individual incidents);
- 2) Convicted of two (2) or more moving violations within the previous 12 months (two separate, individual incidents); OR
- 3) An Administrative Suspension of a drivers' license, a conviction, or any form of deferred prosecution, within the previous 36 months. The following are examples of violations which may result in an administrative suspension, conviction or deferred prosecution:
 - Driving under the influence of drugs or alcohol;
 - Leaving the scene of an accident;
 - Fleeing to avoid arrest;
 - Reckless Driving;
 - Homicide or assault by motor vehicle; and
 - Driving without auto insurance [only for employees driving personal vehicles for an entity's business].

If you have questions regarding the background screen, pre-employment drug test or driving record, please contact the Human Resources Office at (307)235-8344 prior to accepting a job offer.

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

Position #0838-08
PLANT MECHANIC I OR II
HR

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

neogovalerts@casperwy.gov

Plant Mechanic I or II 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
- * 2. What type of Commercial Driver's License (CDL) do you currently possess?
 - Class A
 - Class B
 - I do not have a CDL.
- * 3. Do you have any wastewater certifications through the DEQ?
 - Level I
 - Level II
 - Level III
 - Level IV
 - I do not have any DEQ certifications.
- * 4. 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
- * 5. How many years of experience do you have in performing journey level work as a plant mechanic in a waste water treatment plant?
 - 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 or more
- * Required Question