

**MERCED IRRIGATION DISTRICT
SENIOR PUMP SERVICEPERSON**

FLSA STATUS – Non-Exempt
Bargaining Unit – IBEW, Local 1245
Classification Level – Per IBEW Wage Schedule

DEFINITION

Under general direction, position is responsible for the Pump Department activities. Plan, schedule, supervise and be responsible for the Pump Department. Assist other departments as needed. Perform related work as needed.

ESSENTIAL FUNCTIONS OF THE POSITION

- Plans, directs and supervises all Department activities.
- Performs a variety of semi-skilled and skilled duties, including clerical, manual, mechanical and electrical, in the inspection, maintenance, installation and repair of a wide variety of irrigation district equipment and facilities.
- Assess jobs and prioritize work and job schedules.
- Works a scheduled shift and works overtime as required.
- Prepare maintenance schedules for District equipment and facilities.
- Plan, direct, supervise, and coordinate, work crews assigned to the Department.
- Prepare and maintain payroll time records.
- Supervise, train and evaluate assigned staff and the documentation of same.
- Develop and implement goals, objectives, policies and priorities for the Department.
- Requisition needed supplies and materials.
- Prepare and maintain a variety of reports.
- Prepare and administer the Department budget.
- Coordinate Department activities with other departments and with other agencies.
- Assist in the selection of new Department employees.
- Responsible for ensuring that the department is in compliance with the overall District's Illness and Injury Prevention Program and other safety programs.
- Identifying health and safety hazards associated with their particular work areas.
- Develop additional job site safety requirements as needed during the course of projects.
- Procure necessary safety equipment and materials.
- Take actions to correct unsafe conditions or unsafe practices.
- Properly identifying any new substances, hazardous chemicals, tools, equipment or work techniques introduced in to the work place.
- Seeing that regular "tailgate" safety meetings are held on all jobs.
- Respond to citizen complaints and questions.
- Respond to emergency situations and be on-call as assigned.
- Inspects, maintains, installs troubleshoots and repairs a wide variety of irrigation equipment, including but not limited to deep well and booster vertical turbine pumps; centrifugal and other types of pumps; automatic gates and actuators; flow meters; trash rack cleaners; automatic screens and filers; and all associated electrical and control components including service poles, electrical and control panels, breakers, starters and wiring.
- Operates pump pulling rig and District vehicles
- Installs electrical equipment such as transformers, circuit breakers, disconnects, buswork, etc.
- Perform functions on energized lines, utilizing appropriate tools.
- Maintains good housekeeping on the job, around the yard and on the vehicles.
- Maintains tools and equipment in clean and workable condition.

SENIOR PUMP SERVICEPERSON

- Replaces packing, mechanical seals, bearings, shafts, impellers, cables and stems
- Replaces or repairs plumbing systems within District facilities
- Periodically checks static and pumping ground water levels.
- Reports needed repairs to Supervisor.
- Maintains records of work in progress and completed work, including keeping detailed records of parts used in repairs.
- Instructs District personnel in proper use of equipment and facilities.
- Works overtime as required
- Continuously improve knowledge related to the operation and maintenance of irrigation conveyance system equipment and facilities through self-study and internal/external training courses.
- Perform related work as required.

KNOWLEDGE AND ABILITIES

Knowledge of

- Basic methods, tools, techniques and materials used in the inspection, maintenance, installation, troubleshooting and repair of a wide variety of irrigation equipment and facilities
- The hydraulic, operational, mechanical and electrical principles of irrigation district equipment and facilities.
- 480V and 230V 3 Phase, 230V and 110V single phase electrical circuits.
- Low voltage equipment, circuits and procedures.
- Gates and gate actuators.
- Electrical testing equipment (ohm, amp, voltage and insulation testers)
- Wire circuit and panel sizing
- PG&E requirements for ag service
- Basic plumbing practices and procedures.
- Recordkeeping and reporting procedures.
- Electrical safety regulations, practices and procedures
- Safe work practices, in general.
- OSHA requirements, if applicable.
- Applicable electrical codes, including the current NEC (National Electrical Code).
- First aid and methods of applying resuscitation.
- Basic pump fundamentals
- Thread sizes of pipes, columns, tubes and shafts

Ability to:

- Set up and maintain record-keeping systems.
- Plan and schedule work.
- Make estimates of material and labor needs.
- Read and understand technical drawings, sketches, plans, specifications and maintenance manuals.
- Use hand, electrical, electronic, and mechanical and power tools, cutting torch and welders and instruments and equipment skillfully and safely.
- Safely work with cleaning solvents and chemicals.
- Clearly understand the operation of each vehicle, piece of equipment, tool or diagnostic meter that may be required to operate as part of job duties.
- Maintain equipment records and repair sheets.
- Communicate clearly and concisely, orally and in writing.
- Understand and carry out oral and written directions.
- Establish and maintain cooperative relationships with those contacted in the course of work, including coworkers, vendors, consultants and the general public.
- Help to plan and coordinate work.

SENIOR PUMP SERVICEPERSON

- Work without direct supervision.
- Maintain neat personal appearance.
- Perform heavy manual labor and lift 90 pounds.
- Attend out-of-area meetings, seminars, workshops, etc.
- Read and be familiar with the Districts Illness and Injury Prevention Program.
- Comply with safety instructions, rules, and regulations.
- Use safety equipment and devices as required.

NECESSARY SPECIAL REQUIREMENT

- Possession of a valid California Driver's License Class A or B.
- A Department of Motor Vehicles "Driver Record Information" print-out will be required at time of hire. Must be enrolled in District's DMV pull-notice program.

MINIMUM QUALIFICATIONS

EDUCATION

Any combination of education and experience equivalent to completion of high school.

EXPERIENCE

Any combination of education and experience equivalent to five (5) years of experience in the maintenance and repair of deep well turbine pumps, booster pumps, automatic gates and actuators and other mechanical equipment such as automatic screens and trash cleaners. Must have some electrical background working on equipment with different voltages (110 V, 230 V single phase, 230 V three phase, 480 V three phase) and be able to read basic wiring diagrams.

TYPICAL PHYSICAL DEMANDS:

The physical and mental demands of this position are described below. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions:

- Travels regularly by vehicle in inspecting District facilities and conducting field operations.
- Works in an outdoor environment.
- Stoops, kneels, crouches, crawls and climbs as required during performance of duties.
- Communicates orally with District management, co-workers and the public in face-to-face, one-on-one and group settings.
- Regularly uses a telephone and radio for communication.
- Uses office equipment such as computer terminals, copiers and FAX machines.
- Walks on uneven terrain, outdoors in all weather conditions.
- Hearing and vision within normal ranges.

Sitting: Remains in a seated position for up to eight (8) hours per day.

Standing: Remains in a standing position for up to eight (8) hours per day.

Hands/Arms: Operates vehicles and delivery gates for up to eight (8) hours per day

Lifting: Raises and lowers supplies and equipment up to twenty-five (25) pounds.

Stooping: Bends body downward and forward by bending at the knees or waist

Talking: Expresses ideas and shares information by means of spoken work in person and by telephone.

Hearing: Hears well enough to receive communications in person and by telephone.

Vision: Operates vehicles and office equipment.

ENVIRONMENTAL FACTORS:

- Exposure to the sun: 90% or less work time spent outside a building and exposed to the sun.
- Irregular or extended work hours: Per the Memorandum of Understanding (MOU).

SENIOR PUMP SERVICEPERSON

- Work performed in an outside environment with exposure to dust, dirt and significant temperature changes between heat and cold.

ESSENTIAL MENTAL ABILITIES:

- Exercise independent judgment.
- Self directing and organized.
- Reason objectively.
- Assess, project and plan work activities on a daily and weekly basis.
- Document concisely, accurately and timely.