Job Description: MECHANIC HELPER- SSLGC

PAY GROUP: U5 **EEOC CATEGORY: Skilled Trade**

FLSA: Non-Exempt

SUMMARY OF POSITION:

Assists with maintaining and repairing pumps, motors, valves, chemical feed systems, generators, and related equipment at SSLGC's water facilities. This entry-level position performs preventive, predictive, and corrective maintenance under the direction of the Water Systems Superintendent while developing mechanical skills and knowledge of water utility equipment.

ORGANIZATIONAL RELATIONSHIPS:

1. Reports to: Water Systems Superintendent

2. Directs: This is a non-supervisory position and does not direct the work of other SSLGC employees.

3. Other: Works closely with plant operators, maintenance staff, contractors and vendors performing work at SSLGC facilities.

EXAMPLES OF WORK:

*Essential Duties**

- Assist with inspecting, maintaining, repairing, and replacing pumps, motors, gearboxes, valves and appurtenances, actuators, compressors, blowers, chemical feed systems, and related equipment at SSLGC plants, well sites, and along the transmission pipeline.
- Perform routine preventive maintenance, including lubrication, oil changes, filter replacement, belt and coupling inspections, packing adjustments, valve exercising, equipment cleaning, and removal of scale and buildup from chemical lines and injection points.
- Assist with operating, inspecting, and maintaining standby generators and engine-driven equipment.
- Help troubleshoot mechanical problems and report findings, abnormal conditions, and equipment deficiencies to the Water Systems Superintendent.

* for the purpose of compliance with the Americans With Disabilities Act (ADA)

- Accurately and promptly document work performed, parts used, and equipment condition in SSLGC's CMMS and on work orders.
- Safely operate hand tools, power tools, welding equipment once trained, hoists, and light equipment according to manufacturer and SSLGC procedures.
- Assist contractors with pulling and setting well pumps and motors.
- Maintain clean and organized shops, tools, vehicles, and parts inventory.
- Follow SSLGC safety procedures, including lockout/tagout, confined space entry, trenching and excavation, and personal protective equipment requirement.

*Other Important Duties**

Assists with facility and grounds maintenance, painting, and general upkeep of SSLGC sites;

Assists with emergency repairs and after-hours response as assigned;

Performs such other duties as may be assigned.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge Requirements: Basic knowledge of mechanical principles and the operation of pumps, motors, valves, and power transmission equipment. Knowledge of the safe use and care of hand and power tools. Basic knowledge of workplace safety practices, including lockout/tagout. Prior experience in the water or wastewater utility industry is helpful but not required.

Skill Requirements: Mechanical aptitude and problem-solving skills. Skill in the safe use of hand and power tools and in reading basic equipment manuals and drawings.

Ability Requirements: Ability to follow oral and written instructions; to learn and adapt to new equipment and technologies; to maintain accurate records; to communicate effectively with co-workers; and to work independently and as part of a team.

The Water Systems Superintendent will provide additional on-the-job training specific to SSLGC's facilities and equipment.

WORKING CONDITIONS AND PHYSICAL DEMANDS:

Work is performed primarily outdoors and in industrial settings at SSLGC facilities and along transmission pipeline rights-of-way in Guadalupe and Gonzales Counties. Exposure includes inclement weather, heat, cold, humidity, elevated noise, moving equipment, and water treatment

chemicals.

Requires prolonged standing, walking, climbing, kneeling, crawling, and bending; working on ladders, at heights, and in confined spaces with appropriate protective equipment; and regularly lifting and carrying up to 50 pounds.

Must be available for overtime, after-hours emergency response, and assigned on-call/standby rotations to support SSLGC's 24/7 operations.

ACCEPTABLE EXPERIENCE AND TRAINING:

High School Diploma or GED.

One (1) year of experience in mechanical maintenance, industrial maintenance, or a related trade is preferred. Or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

TRAINING, CERTIFICATES AND LICENSES REQUIRED:

Valid Texas Driver's License with an acceptable driving record.