

**CITY OF FONTANA  
PUMP MAINTENANCE ASSISTANT**

**DEFINITION:** Under general supervision, performs a variety of skilled duties in the installation, maintenance, repair and servicing of the mechanical, electrical and electronic equipment, devices and machinery used in the operation of the City's sewer pump stations located throughout the City.

**ESSENTIAL FUNCTIONS:** The employee must have the ability to:

- Assist and provide support in inspecting sewer lift stations and other waste water collection equipment, components, facilities and machinery, such as pipes, tubes, rods, seals, gears, motors, bearings, couplings, valves and pumps; assist with tests and monitoring equipment, diagnose various problems and provide support in making the necessary repairs.
- Assist in performing semi-skilled tasks in the repair of pumps, generators, valves, electrical control panels, electric motors, switches, floats and related equipment.
- Assist with record keeping as repairs and adjustments are made
- Perform general housekeeping functions around the lift stations and wet wells as necessary, which would include weed abatement, debris removal and graffiti abatement.
- Operate and care for all tools and materials used in the installation, maintenance and repair of pumps, controllers and motors used for lift stations.
- Ability to perform welding repairs and some steel fabrication as needed.
- Perform manual work such as shoveling and digging.
- Weekly, or as needed, cleaning of the assigned service vehicle.
- Perform duties in confined spaces, utilizing department safety equipment, policies and procedures.
- Operate dump trucks, boom trucks, forklift, compressors, cranes, jackhammers, portable and stationary generators, pneumatic, hydraulic and electric tools, and related tools and equipment.
- Assist with the setup of a temporary sewer bypass.
- Provide support and assistance for emergency situations as necessary, which may require after hours response as needed.
- Assist with the coordination of activities with other sections and divisions.
- Provide support and input of new operational methods, techniques, and equipment, and recommend their use and applications
- Assist and provide support for job layouts from drawings, blueprints, sketches or verbal instructions.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain cooperative-working relationships with those contacted in the course of daily work activities.
- Perform any tasks or functions deemed necessary to the daily operations of the employer.

**THE ABOVE LIST OF ESSENTIAL FUNCTIONS IS NOT EXHAUSTIVE AND MAY BE SUPPLEMENTED AS NECESSARY BY THE EMPLOYER.**

**WORKING CONDITIONS:** Position requires prolonged sitting, standing, walking on level and slippery surfaces, reaching, twisting, turning, kneeling, bending, stooping, squatting, crouching, grasping and making repetitive hand movement in the performance of daily duties. Incumbents may be required to lift, carry and/or push objects weighing 25 pounds or more. The position requires near and far vision when inspecting work. Incumbents work in all weather conditions, use cleaning and lubricating chemicals and may be exposed to gases, fumes, dust, raw sewage and air contaminants; drive motorized vehicles, heavy equipment and work around moving traffic and often works with constant interruptions. The incumbent is also required to climb ladders, use power and noise producing tools and equipment.

**EXPERIENCE AND TRAINING GUIDELINES:** A combination of experience and training that would provide the required knowledge and abilities is qualifying. The employee must have the knowledge of:

- Practices, methods, techniques, tools and equipment used in the installation, maintenance, and repair of mechanical equipment and machinery common to pump stations.
- Methods, techniques, tools and equipment used in the testing, calibration, maintenance and repair of industrial electric and electronic systems, equipment and devices.
- Safety practices, safe work methods and safety regulations pertaining to the work; relevant state and federal regulations; codes ordinances and regulations pertaining to the work.

**Experience:** Two (2) years of maintenance experience, including some demonstrated experience in the inspection, maintenance, and repair of pumps, maintenance and repair of industrial and electric power systems and electronic control systems.

**Education:** Equivalent to the completion of the twelfth grade.

**Licenses and/or Certifications:** Must possess, at the time of hire, a minimum of a valid California Class "B" Driver's License with a Tanker Endorsement. A valid California Class "A" Driver's License with a Tanker Endorsement is required within six (6) months of employment and continuously throughout employment once the initial six (6) month period has elapsed.

Notes:

Originally approved by City Council: October 25, 2016