CITY OF SANTA CRUZ
RECYCLING CENTER MAINTENANCE MECHANIC

Reports to: **Recycling Center Supervisor**
Supervises: **Non-Supervisory**
Bargaining Unit: **Service**

BASIC FUNCTION

Under general supervision, performs inspections, regular maintenance and various repairs and servicing of the recycling equipment, building and yard equipment at the City of Santa Cruz Resource Recovery Facility Recycling Center; maintains maintenance records; performs repairs and maintenance on recycling containers, and performs other related duties as assigned.

TYPICAL DUTIES *(May include but are not limited to the following)*:

- Develops and maintains an ongoing inspection and preventive maintenance program to ensure adequate mechanical operations of the recycling processing equipment.
- Performs regular preventive maintenance on plant equipment such as lubricating and cleaning electrical motors, conveyors and other drive equipment on the baler and conveyor systems; checks sensors and belts and make necessary adjustments.
- Performs troubleshooting and repair of electrical and mechanical plant equipment.
- Performs regular inspection, maintenance and simple repairs of yard equipment including forklifts, wheel loaders, and portable ramps.
- Prepares for service, maintains and repairs recycling containers, including dumpsters, wheeled carts, self-dumping hoppers, roll-off bins and other yard containers.
- May solicit equipment mechanic assistance from Central Maintenance Department and contractors on more complicated rolling stock repairs.
- Maintains preventive maintenance and service records as required for all plant and yard equipment.
- Orders supplies and materials as required for completion of work assignments; prepares and maintains related documents and records.
- Performs semi - skilled building and facilities maintenance tasks.
- Fabricates, assembles and installs specialized modifications needed for remodel or repair work.
- Moves materials and bales using forklift, front loader and other material handling equipment.
- May provide functional supervision and training to other workers.
- May lead a small crew of workers in the completion of work projects.

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. The position also requires both near and far vision when inspecting work and operating assigned equipment. The need to lift, carry and push tools, equipment and supplies weighing up to 60 pounds is also required. Additionally, the incumbent in this position works in all weather conditions, including wet, heat and cold. May use chemicals and cleaning products which may expose the employee to fumes, dust and air contaminants. The nature of the work may also require the incumbent to climb ladders, use power tools and noise producing tools and equipment, drive motorized vehicles and heavy equipment, work in heavy vehicle traffic conditions and enter confined spaces. Some of these requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

MINIMUM QUALIFICATIONS *(Knowledge, Skills and Abilities*):

Working knowledge of:
- routine equipment maintenance tasks such as lubrication and cleaning and replacing of parts; mechanical tools, lubricants, fuels and their proper use;
- basic principles of small electrical motors, electrical and hydraulic systems and automobile engines;
- safe equipment and maintenance practices;
- operation of computerized control systems.

Some knowledge of:
- the electrical operation and troubleshooting of motors, blowers and conveyors, to determine problems and service equipment.

Skills to:
- perform mechanical, electrical and hydraulic service, trouble shooting and repair.

Demonstrated ability to:
- operate mechanical and servicing equipment;
- read and understand technical service manuals;
- read schematics, blueprints, drawings, and construction diagrams;
- complete and maintain accurate records;
- perform mathematical calculations;
- establish and maintain effective working relationships with others;
- perform arc, wire and acetylene welding;

- understand and follow written and oral instructions;

- work effectively as a member of a crew;
- lead a small crew of employees;
- observe safety principles and work in a safe manner.

Education and Experience

Any combination of education and experience that provides the skills, knowledge and abilities shown above is qualifying. A typical way to obtain these requirements would be:

- High school graduation or tested equivalent and three (3) years of experience in the operation, maintenance and repair of mechanical, electrical and hydraulic equipment.

Licenses

Possession at time of hire and continued maintenance of a valid California Class C driver's license and a safe driving record. Possession by the end of the probationary period and continued maintenance of a valid California Class B driver's license and a safe driving record.

DESIRABLE QUALIFICATIONS

- Knowledge of recycling equipment, including balers and conveyor systems.
- Ability to operate forklift and front loader.

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