

City and Borough Sitka, Alaska

Class Specification

Class Title	Generation Facilities Mechanic
Class Code Number	4120
FLSA Designation	Non-Exempt
Pay Grade and Range	IBEW
Effective Date	September 2010

General Statement of Duties

Inspects, maintains, repairs and operates power generation equipment; performs related work as required.

Distinguishing Features of the Class

The principal function of an employee in this class is to inspect, maintain, troubleshoot and repair all power generation equipment and to maintain accurate maintenance records. This class is distinguished from the class of Relief Power Plant Operator & Mechanic by the performance of journeyman level mechanical maintenance. The work is performed under the direct supervision of the Senior Generation Facilities Mechanic and the Generation System Manager but considerable leeway is granted for the exercise of independent judgment and initiative. An employee in this class performs the duties of other employees in the Electric Department as required or as assigned by supervisory personnel. The nature of the work performed requires that an employee in this class establish and maintain effective working relationships with other Department and City employees, contractors and the public. The principal duties of this class are performed in a power generation plant environment however duties may require work in an outdoor environment which may involve adverse weather conditions and related hazards in which the employee is subject to potential personal danger.

Examples of Essential Work (Illustrative Only)

- Performs preventative maintenance, repair, modification and installation of mechanical power generation equipment both hydroelectric and diesel;
- Inspects power generation equipment including governors, hydraulic systems, fuel and oil systems and service air systems;
- Performs precision adjustment and calibration of equipment;
- Operates Hydro and diesel generators as required;
- Assists the Electrical Technician in the repair and replacement of electrical equipment;
- Performs special maintenance and modification projects as requested;
- Participates in switching procedures during power outages or emergencies;
- Maintains detailed maintenance logs on all power generation equipment;
- Coordinates routine maintenance and special projects with power plant operations;

- Provides needed information and demonstrations concerning how to perform certain work tasks to new employees in the same or similar class of positions;
- Keeps immediate supervisor and designated others fully and accurately informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing such problems;
- Attends meetings, conferences, workshops and training sessions and reviews publications and audio-visual materials to become and remain current on the principles, practices and new developments in assigned work areas;
- Responds to emergency call outs, may be in “standby” status;
- Responds to citizens’ questions and comments in a courteous and timely manner;
- Performs other related duties as assigned.

Required Knowledge, Skills and Abilities

- Comprehensive knowledge of the principles and practices of electrical and mechanical equipment operation;
- Thorough knowledge of hydraulics, pneumatics and heavy equipment mechanisms and operations;
- Thorough knowledge of the occupational hazards of working with high and low voltage electrical equipment and necessary safety precautions;
- Thorough knowledge of the overall electrical system and its operations;
- Thorough knowledge of the switching procedures to restore power;
- Good knowledge of the operation, uses, materials, methods and equipment used in the operation and maintenance of power generation equipment;
- Good knowledge of electric distribution systems and switching practices;
- Good knowledge of the SCADA system;
- Skill in the maintenance, repair and operation of electrical and mechanical equipment;
- Skill in precision instrumentation and calibration;
- Ability to hear and analyze the proper mechanical and electrical functioning of equipment;
- Ability to accurately read and record system data;
- Ability to read mechanical equipment working drawings;
- Ability to operate manual and motorized heavy equipment;
- Ability to communicate well with others, both orally and in writing, using both technical and non-technical language;
- Ability to perform emergency call out services;
- Ability to understand and follow oral and/or written policies, procedures and instructions;
- Ability to prepare and present accurate and reliable reports containing findings and recommendations;
- Ability to use logical and creative thought processes to develop solutions according to written specifications and/or oral instructions;
- Ability to perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines;
- Ability and willingness to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology;
- Integrity, ingenuity and inventiveness in the performance of assigned tasks.

Acceptable Experience and Training

- Graduation from high school or possession of a GED preferably supplemented by additional education and training in diesel mechanics; and
- Considerable experience as a journeyman mechanic with skill in hydraulic system maintenance, pneumatic system maintenance, fuel and oil system maintenance and hydro turbine and governor control system maintenance; or

- Any equivalent combination of experience, education and training which provides the knowledge, skills and abilities necessary to perform the work.

Required Special Qualifications
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- Ability to obtain a commercial driver's license issued by the State of Alaska;
- Ability to obtain a first aid and CPR certification.

Essential Physical Abilities

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to hear specific equipment functioning in a noisy environment and to communicate well with other employees, contractors and the general public;
- Sufficient vision or other powers of observation, with or without correction, which permits the employee to produce a variety of reports and related materials and to observe small dials, and numeric displays;
- Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to use small tools, to operate a keyboard and produce hand-written materials and notations;
- Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, which permits the employee to observe and inspect mechanical equipment in tight spaces and to perform work at remote locations.

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