



City of Irving Job Description

Aquatics Maintenance Mechanic

FLSA Status:	Non-Exempt	Job Department:	Parks & Recreation
Job Code:	B352	Reports To (Job Title):	Aquatics Supervisor

PURPOSE

To perform a variety of skilled work on municipal pools, spray parks, fountains, and associated buildings, including plumbing, electrical, painting, tile, pump and motor, chemical system, filtration, lighting, pool maintenance and lock work, as well as, general services as needed by Parks & Recreation.

ESSENTIAL DUTIES AND RESPONSIBILITIES

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.*

- Perform plumbing, electrical, painting, pump and motor, filtration, chemical system, pool and building maintenance as needed to maintain pools, spray parks, fountains, and buildings in good order.
- Perform regular preventative maintenance on pumps, chemical systems, pools, and buildings.
- Monitor and maintain piping, valves, filters, and control systems.
- Troubleshoot and repair pool and fountain circulation and chemical systems.
- Maintain pool and fountain decks, water, interior surfaces, grating, coping and drains in good order.
- Vacuum and clean pools.
- Assure proper chemical levels and water balance is maintained.
- Audit pool, spray park, and fountain features, such as water slides, interactive play features, and fountain and jet mechanisms regularly; proactively perform maintenance, replacement, and repairs.
- Report major repairs and issues immediately to supervisor.
- Maintain mechanical security systems, such as doors, gates, fences and locks.
- Paint and repair shade structures.
- *As needed*, perform light custodial work.
- Work independently with a team of technicians to provide repairs and preventative maintenance for pools, aquatics facilities, fountains, pumps, valves, motors, filtration and injection systems, various plumbing systems, electrical components and other equipment.
- Maintain flexible availability to work a non-standard schedule as needed; Respond to service calls concerning pool, spray park, fountain, and building maintenance on a stand by basis.
- Perform related duties as assigned.

OTHER DUTIES AND RESPONSIBILITIES

- Maintain inventory of necessary and replacement parts, along with tools for various tasks.
- Assist in training part time staff in best practices related to pool, fountain, and facility maintenance.

SUPERVISORY RESPONSIBILITIES

Functional and Technical Supervision - Regular responsibility for giving direction and guidance to employees as a lead worker, project manager or internal advisor. As an ongoing part of the position, the employee can expect to supervise approximately 6-8 employees.

FINANCIAL / BUDGETARY RESPONSIBILITY

May make small transactions using City-issued purchase card (p-card).

QUALIFICATIONS:

The requirements listed below are representative of the knowledge, skill, and/or ability required.*

EDUCATION

- Equivalent to the completion of 12th grade, plus some college or vocational training.

EXPERIENCE

- Two (2) years of applicable mechanical and maintenance experience, including experience demonstrating the ability to work with 6" plumbing and troubleshoot electrical systems.

CERTIFICATES, LICENSES, REGISTRATIONS

- Appropriate, valid, state-issued driver's license, or ability to obtain upon hire, may be required.
- Current Certified Pool Operator license, or ability to obtain six (6) months from hire.

KNOWLEDGE OF

- English Language: The structure and content of the English language, including the meaning of words and grammar.
- Maintenance Principles: Processes involved in upkeep of property and equipment to the optimum state of cleanliness, repair, and efficiency.
- Pool / Water Facility Plumbing: Materials, Methods, and appropriate tools to repair commercial aquatic and fountain facility circulation piping and valves, chemical systems, and bath houses.
- Electrical Troubleshooting: How to sequentially assess electrical circuits from power supply at breaker box to various functional units, such as pumps, controllers, etc.
- Aquatics Principles: Circulation, filtration, and maintenance of flow rates and chemical balances.
- General Building Repair Principles: Basic techniques for repair/installation of interior and exterior doors and locks, drop ceilings, ducts, bathroom fixtures, water fountains, and lighting.
- Customer Service: Principles and processes for providing customer and personal services including a desire to help customers regardless of their circumstance.

SKILLS AND ABILITIES IN

- Active Learning: Working with new material or information to grasp its implications.
- Active Listening: Listening to what others are saying and asking questions as appropriate.
- Cooperation: Establishing and maintaining positive working relationships with those contacted in the course of work.
- Functional Supervision: Motivating, developing, and directing people as they work.
- Sequencing: Correctly following a given rule or set of rules to arrange things or actions.
- Oral Expression: Communicating information and ideas so others will understand.
- Information Organization: Finding ways to structure or classify multiple pieces of information.
- Mechanical/Technical: Safely operating diverse equipment, such as various power tools, hand tools, test equipment, and/or a vehicle.
- Prioritization: Selecting, from multiple options, activities to achieve a goal.
- Oral and Reading Comprehension: Listening to and understanding information and ideas presented through spoken and/or written words and sentences.

GUIDANCE RECEIVED

Periodic Supervision and Range of Guidelines/Procedures

Follows periodic direct instructions and guidelines, policies and procedures that require some interpretation. Problems that cannot be addressed through an existing guideline, policy or procedure are referred to supervisor or more senior position. Position incumbent must exercise judgment about when to escalate issues.

CONTACTS

Internally, this position interacts frequently with all City departments. Occasionally, it engages with vendors.

EQUIPMENT AND PROPERTY

This position utilizes various power tools, hand tools, test equipment, sensors, gauges, pumps, pool cleaning tools, computers, and/or a truck.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.*

The employee is constantly required to balance, carry, climb, grasp, handle, feel, distinguish color, kneel, lift up to 25 pounds, listen, reach, sit, smell, stand, stoop, talk, and/or walk. Frequently, s/he is required to crawl, drive a vehicle, lift up to 50 pounds, pull, push, run, see, and/or stand. Occasionally, s/he is required to lift over 100 pounds.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.*

The employee regularly is exposed to extreme vibration, confining work space, dirty environment, electrical hazards, extreme temperatures or weather conditions, air contamination, improper illumination, moving mechanical parts, and noise. Overall, the noise level in the environment is usually moderate.

* Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Note: A class specification is a general listing of duties, responsibilities, knowledge, skills, and abilities required of an incumbent assigned to a particular class of work. There may be one or multiple positions assigned to a single classification; therefore, the class specification lists those work attributes that are common to every incumbent in the class.