PLANT MECHANIC TRAINEE
Bargaining Unit Position

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

DESCRIPTION:
Under close supervision of the Maintenance Manager, learns to perform and assist the Plant Mechanic(s) in a variety of tasks associated with the maintenance and repair of all equipment associated with the operation, maintenance and repair of water supply, flood control, hydroelectric and recreational facilities and their various related components of the Yuba Water Agency’s facilities.

DISTINGUISHING CHARACTERISTICS:
The Plant Mechanic Trainee classification represents a trainee level for a Plant Mechanic. Employees in this class work under immediate supervision while learning job tasks. Employees in this class typically have 3-5 years related work experience. This is a 24-month program to train and progress towards a Plant Mechanic position. Incumbents in this classification must pass agency approved curriculum. Employment as a Plant Mechanic Trainee requires that the candidate be qualified to work at the Plant Mechanic level after two years with limited assistance. In addition, the trainee will be evaluated periodically throughout the training program and must pass all evaluations and complete all assigned training within a two-year period. Inability to maintain satisfactory progress in any aspect of the trainee program will require an existing employee to move back into his/her previous classification and cause for separation from employment for external candidates.

Trainee must perform at a satisfactory grade. Yuba Water will reimburse with a passing grade (in a pass/fail class) or a C or better in a graded class. The trainee must have the ability to demonstrate the skills to pass a written test (70%) and hands-on test at a satisfactory level evaluated by the Working Foreman and Maintenance Manager. He/she must complete the required course work, written and hands-on test, to become eligible for a Plant Mechanic position within the initial 12-months. Additionally, the Plant Mechanic Trainee must gain an additional 12 months of satisfactory on-the-job experience in the Plant Mechanic Trainee position (total of 24 months).

EXAMPLES OF ESSENTIAL DUTIES:
This class description lists the major duties and requirements of the job and is not all-inclusive. Not all duties are necessarily performed by each incumbent. Incumbents may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills to perform other duties as assigned.

- Cleans the inside and outside of plant facilities and buildings.
- Performs ground maintenance.
- Learns to inspect, locate and diagnose mechanical defects in hydroelectric equipment and facilities.
- Learns to install and service a variety of equipment, including pumps, pipelines, valves, and other types of stationary machinery and equipment; assists with the more complex installation, servicing, rebuilding, replacement and maintenance of equipment.
- Learns to use mechanics’ tools, welders, plumbing tools, and machinist tools to fabricate, rebuild, strengthen, and maintain various parts and pieces of mechanical and electrical equipment.
- Learns how to weld using Gas, TIG, MIG and arc welding processes.
- Learns to operate lathes and milling machines in the fabrication and repair of metal components.
- Learns to operate heavy equipment, including backhoes, dozers, skid steer tractors, excavators and cranes.
- Assists in fabricating, assembling, and installing special structures and equipment, as needed.
- Repairs and replaces pipes, valves, fittings and other related equipment.
- Works in confined spaces, indoors, outdoors, and at elevated heights.
- Operates lift trucks, cranes, and other hoisting and lifting equipment safely with proper training.
- Maintains accurate records and updates shop drawings and schematics.
• Supports all crafts with necessary maintenance and labor as needed.
• Successfully completes the requirements of the Plant Mechanic Trainee Program.
• Keeps supervisor informed of work in progress in a timely manner.
• Builds and maintains positive working relationships with co-workers, other agency employees, government entities, contract providers and the public using principles of good customer service.
• Regular attendance and adherence to prescribed work schedule to conduct job responsibilities.
• Performs related duties as required.

**KNOWLEDGE OF:**

• Basic mathematics.
• Tools and equipment used in mechanical maintenance and repair work.
• Safety and first aid practices.
• Regulations and procedures related to the work, including Cal/OSHA regulations.
• Basic office equipment, methods, procedures and computer hardware and software.

**SKILLED IN:**

• Using tools and instruments properly and safely.
• Operating light power-driven equipment.
• Driving a truck and forklift safely and competently.
• Performing heavy manual labor.
• Operating a personal computer and a variety of software applications.
• Organizing work, setting priorities, meeting critical deadlines, and following up on assignments with a minimum of direction.
• Communicating clearly and concisely, both oral and written.

**ABILITY TO:**

• Properly apply knowledge gained through classes, experience and training programs.
• Perform a wide variety of mechanical maintenance work.
• Understand and carry out oral and written directions.
• Observe proper safety precautions and procedures.
• Work in a safe manner, following agency safety practices and procedures.
• Safely handle hazardous materials; identify, correct and report safety hazards, and administer first aid.
• Collaboratively organize work, set priorities, meet critical deadlines, and follow-up on assignments with minimal supervision.
• Analyze and organize jobs and make sound decisions for the task assigned.
• Establish and maintain a cooperative working relationship with those contacted in the course of work.

**PHYSICAL DEMANDS AND WORKING ENVIRONMENT:**

*The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.*

**Environment:** Work is performed in both inside and field settings, with some travel from site to site, with all types of weather and temperature conditions; exposure to noise, dirt, dust, traffic, electrical energy, and high voltage; may work irregular hours; work and/or walk on various types of surfaces including slippery or uneven surfaces and rough terrain; frequent opportunity and requirements to interact with the general public and property owners, contractors, suppliers and state, federal, county and other public agencies.

**Physical:** Primary functions require sufficient physical ability and mobility to work in an office setting and in a field environment; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach,
and twist; walk on uneven terrain, loose soil, and sloped surfaces; to lift, carry, push, and/or pull light to moderate amounts of weight, up to but not limited to 50 pounds, in accordance with safe working practices; if lifting more than 50 pounds use two or more people to lift load; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; to travel to other locations; to operate equipment and vehicles, and to verbally communicate to exchange information. Must be able to climb ladders, climb multiple flights of stairs; have dexterity to climb in and out of, and ability to work in close quarters. Requires the use of safety hats, belts, harnesses, face guards, safety glasses and goggles, safety shoes, protective clothing including Arc Flash/FR clothing, ear protection and other safety equipment, where necessary.

**Vision:** See in the normal visual range with or without correction.

**Hearing:** Hear in the normal audio range with or without correction.

**MINIMUM QUALIFICATIONS:**
The minimum and preferred requirements are listed below. While the following requirements outline the minimum qualifications, the agency reserves the right to select applicants for further consideration who demonstrate the best qualifications and match for the job. Meeting the minimum qualifications does not guarantee further participation in the selection process.

**Education/Training:**
Graduation from high school or equivalent.

**Experience:**
3-5 years of relevant, full-time experience involving plant mechanics, millwright, industrial construction, power generation maintenance, welding, fabrication, and/or machining is required. Maintenance and repair of equipment and systems similar to that found in the agency’s power project preferred.

**License or Certificate:**
The ability to remain in the Plant Mechanic Trainee Program, with a valid California Driver License and ability to obtain and maintain a California Class A Driver License within the first six (6) months of employment.

**SPECIAL REQUIREMENTS:**
This position is subject to call out and must reside close enough to travel to Colgate Powerhouse within one hour.

**POST OFFER/PRE-EMPLOYMENT PHYSICAL:**
Employment is subject to passing a physical examination, including a drug test and a pre-employment background check.

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