



BASE SHOP MECHANIC

The North Shore Water Reclamation District (NSWRD) is seeking qualified applicants for a non-exempt, union full-time position of Base Shop Mechanic in its Mechanical Maintenance Department. The District has three water reclamation facilities in Gurnee, Highland Park and Waukegan in Illinois with administrative offices located in Gurnee, IL. This position will be assigned to one of the water reclamation facilities and then be placed on a rotation among the three water reclamation facilities.

This position reports to the facility Superintendent and the Supervisor, Mechanical Maintenance. The person in this position will be responsible for major repairs, rebuilds or replacements of equipment and machinery for the District, including (but not limited to) bar screen; grinders and compactors (other than normal maintenance); larger pumps and blowers (with the exception of re-packing and adjustment); larger compressors (greater than 15hp); tank collector systems; scum collectors; larger gates and valves; also, general maintenance and repair tasks on buildings, structures and grounds.

Job Functions:

1. Review work orders and p.m. schedules, plan daily work activities, and establish job priorities.
2. Inspect and analyze the nature of required repairs, perform tests and disassemble units, check and replace or repair components such as pumps, clutches, motors, gears, valves and shafts. Reassemble units, align and adjust and check for proper operation.
3. Perform preventive activities as scheduled, check equipment operation and perform repairs as detected.
4. Maintain parts inventory and order parts and supplies as required for repairs and preventive maintenance work.
5. Set up equipment to machine, modify, weld and fabricate parts.
6. Notify supervisor of obsolete or unsafe equipment and follow through as necessary following established procedures.
7. Install new equipment, build foundations, align, make necessary hydraulic and hydraulic vacuum connections, and make final equipment tests.
8. Respond to emergency calls on a 24 hour basis. Maintain contact with the plants via phone during off-hours. On-call is required.
9. Maintain building, building equipment and grounds, repair HVAC and compressor equipment as necessary, and perform painting and carpentry duties.

10. Maintain and repair facility safety equipment.
11. Prepare and maintain required records and flow charts.
12. Handle, store, transport and use hazardous chemicals in accordance with prescribed procedures.
13. Know basic plant and pump station O&M procedures.

Candidates for this position should have the following knowledge and experience:

- At least five years of experience in plant maintenance work, which has provided a thorough knowledge of larger mechanical equipment.
- Must be able to document experience in welding, simple machining and rigging.
- Basic math skills.
- Machinist or tool and die apprenticeship or tech school, drafting or blueprint reading, welding, basic electronics, general building and ground maintenance, good communication skills, ongoing education and new technology.
- Read, speak, and write fluently in the English language.
- Valid Driver's License

If you are interested and qualified for this position, please send a resume to hmail@northshorewrd.org.

The North Shore Water Reclamation District is an Equal Opportunity Employer.



Protecting Lake Michigan & Our Waterways.

North Shore Water Reclamation District

JOB DESCRIPTION

Title: Base Shop Mechanic

Division: Operations

Job Purpose Statement: Performance of major repairs, rebuilds or replacements of equipment and machinery for the District; including but not limited to bar screens; grinders and compactors (other than normal maintenance); larger pumps and blowers (with the exception of re-packing and adjustment); larger compressors (greater than 15hp); tank collector systems; scum collectors; larger gates and valves; also, general maintenance and repair tasks on buildings, structures and grounds. Related duties as required or assigned.

Reporting Structure: Superintendent or Assistant Superintendent.

Essential Job Functions:

1. Review work orders and p.m. schedules, plan daily work activities, and establish job priorities.
2. Inspect and analyze the nature of required repairs, perform tests and disassemble units, check and replace or repair components such as pumps, clutches, motors, gears, valves and shafts. Reassemble units, align and adjust and check for proper operation.
3. Perform preventive activities as scheduled, check equipment operation and perform repairs as detected.
4. Maintain parts inventory and order parts and supplies as required for repairs and preventive maintenance work.
5. Set up equipment to machine, modify, weld and fabricate parts.
6. Notify supervisor of obsolete or unsafe equipment and follow through as necessary following established procedures.
7. Install new equipment, build foundations, align, make necessary hydraulic and hydraulic vacuum connections, and make final equipment tests.
8. Respond to emergency calls on a 24 hour basis. Maintain contact with the plants via phone during off-hours. On-call is required.

This description should not be construed to contain every function/responsibility that may be required to be performed by an incumbent in this job. Incumbents are required to perform other related functions as assigned.

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9. Maintain building, building equipment and grounds, repair HVAC and compressor equipment as necessary, and perform painting and carpentry duties.
10. Maintain and repair facility safety equipment.
11. Prepare and maintain required records and flow charts.
12. Handle, store, transport and use hazardous chemicals in accordance with prescribed procedures.
13. Know basic plant and pump station O&M procedures.

Physical and Visual Activities:

Physical and visual activities that are commonly associated[†] with the performance of the functions of this job.

Standing, Walking, Sitting, Lifting, Carrying, Pushing, Pulling, Climbing, Balancing, Stooping, Kneeling, Crouching, Crawling, Reaching, Handling, Fingering, Feeling, Talking, Hearing, Acuity far, Acuity near, Depth Perception, Field of Vision, Accommodation, Color Vision.

Physical Demands:

Physical demands commonly associated[†] with the performance of the functions of this job.

Lift up to 1 lb up to 15% of the time, Over 1 lb up to 5 lbs up to 15% of the time, Over 5 lbs up to 25 lbs over 15% and up to 40% of the time, Over 25 lbs up to 60 lbs up to 15% of the time, Over 60 lbs over 40% up to 70% of the time.

Environmental/Atmospheric Conditions:

Environmental and atmospheric conditions commonly associated[†] with the performance of the functions of this job.

Inside, Outside, Both, Extremes of cold, Cold temperature changes, Extremes of hot, Hot temperature changes, Wet, Humid, Noise, Vibration, Hazards, Fumes, Odors, Toxic conditions, Dust, Poor ventilation, Usual office environmental conditions.

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Job Qualification Requirements

Knowledge: Ability to comprehend both oral and written instructions in the English language. High School graduate or equivalent. Basic math, Algebra, Trigonometry, Machinist or tool and die apprenticeship or tech school, drafting or blueprint reading, welding, basic electronics, general building and ground maintenance, good communication skills, ongoing education and new technology.

Must be able to pass a mechanical reasoning or aptitude test(s) as required at the time of job bid or application for this position (unless previously completed for Preventive Maintenance Mechanic or Plant Maintenance Mechanic position).

Experience: Minimum of five (5) years of experience in plant maintenance work which has provided a thorough knowledge of larger mechanical equipment. **Must be able to document experience in welding, simple machining and rigging.**

Machines, Tools, Equipment (Office and Industrial), Software: Hand tools, general, electric and air tools, hoists and fork lift, lathes, mills, drill press, vibration equipment, analyzing equipment, work vehicle, welding and cutting equipment. Pneumatic hammers, vibration meters, temperature analyzer, gas and electric welding equipment, milling machines, lathes, rotary drill press, surface grinders, tachometers, and a wide variety of hand power tools. PAPR/PPE and various safety equipment.

Licenses/Certifications: n/a

Other: Employees in this position shall be required to be legally authorized to operate a motor vehicle for work-related purposes in the State of Illinois. This requirement shall not apply to any employee assigned to this position on or prior to 05/01/2007.