

# COUNTY OF SANTA CRUZ

INVITES YOU TO APPLY FOR:



## Pump Maintenance Mechanic

Open & Promotional

Job # 25-MP4-01

Supplemental Questionnaire Required

Salary: \$6,522 – 8,233 / Month

Closing Date: Friday, February 7, 2025

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### County Equity Statement

*Equity in action in Santa Cruz County is a transformative process that embraces individuals of every status, providing unwavering support, dignity, and compassion. Through this commitment, the County ensures intentional opportunities and access, fostering an environment where everyone can thrive and belong.*

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**THE JOB:** Under general supervision, perform skilled mechanical repair and maintenance work on pumps, diesel engines and equipment in sewage transmission facilities, wastewater treatment plants and water treatment plants; on a project related basis, coordinate and assign the work of a small crew performing maintenance and repair of pumps and related equipment; and does other work as required.

**THE REQUIREMENTS:** Any combination of training and experience that would provide the required knowledge and abilities is qualifying. A typical way to obtain these would be:

Two years of experience as a journey level mechanic working on pumps, diesel equipment and related equipment common to sewage treatment facilities, waste-water treatment plants and water treatment plants.

Prior experience with basic electrical work is desirable.

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Personnel Department, 701 Ocean Street, Room 510, Santa Cruz, CA 95060

Apply online at: [www.santacruzcountyjobs.com](http://www.santacruzcountyjobs.com)

EQUAL OPPORTUNITY EMPLOYER

**License Requirements:** Possession of a valid California class C driver license; and within six months from hire, possession of a valid California class A driver license.

**Note:** Alcohol and drug tests will be administered to all candidates prior to final selection for positions requiring class A driver licenses upon entry and to employees in positions requiring these licenses as mandated by Federal Department of Transportation regulations. In addition, all candidates must provide specific employment history for the past ten years for all jobs they have held which required operation of a commercial motor vehicle.

**Special Requirements:**

Availability to work a flexible schedule, including evenings, weekends, holidays, on-call and in an emergency on an as needed basis.

Incumbents must provide the basic required tools upon employment and must provide the additional required tools within six months of employment.

**Mechanic Tool Allowance:** Employees in this classification shall be eligible to receive a tool reimbursement of up to a maximum of \$1,000 per contract year, which shall be paid following presentation of receipts documenting the purchase.

**Special Working Conditions:** Variable temperatures and weather conditions; confined workspaces; heights, such as on ladders; high levels of noise; strong, unpleasant odors; exposure to infections which might cause chronic disease or death; and the possibility of experiencing burns, bodily injury, exposure to non-ionizing radiation, and contact with toxic substances or chemical irritants.

**Knowledge:** *Working knowledge* of Fundamental electrical systems, including 120V, 240V, and 480V three-phase power.

*Thorough knowledge* of Safety practices to be observed when repairing and servicing electrical and mechanical equipment; the methods, materials and tools used in troubleshooting, repair and maintenance of pumps, diesel powered generators, and other mechanical equipment common to sewage transmission facilities, wastewater treatment plants and water treatment plants; and welding techniques.

**Ability to:** Read and interpret blueprints and simple electrical schematics; plan and direct the work of a small crew, on a project related basis; maintain records and prepare reports; establish and maintain cooperative relationships with others; lift items weighing up to 75 pounds, such as pumps; perform tasks requiring strength, such as positioning 100-pound motors with the assistance of another individual, carrying 40 pounds of equipment, digging trenches, and operating jack-hammers and roto-hammers; drive vehicles, such as pick-up trucks and utility trucks; work as a member of a team, including monitoring and operating

equipment that keeps other workers alive while repairing equipment in confined spaces; distinguish colors; put on, wear, and use a respirator; hear and distinguish various sounds, such as voices of co-workers in both noisy and quiet environments and sounds of operating equipment; diagnose the cause of mechanical failure and determine the appropriate repairs needed; perform skilled mechanical repair work on pumps, diesel engines, and other mechanical equipment common to sewage transmission facilities, wastewater treatment plants and water treatment plants; train subordinate staff in mechanical maintenance and repair techniques; perform skilled metal welding and fabrication work.

**THE EXAMINATION:** Your application and supplemental questionnaire will be reviewed to determine if you have met the education, experience, training and/or licensing requirements as stated in the job announcement. If you meet these criteria and are one of the best qualified, you may be required to compete in any combination of written, oral, and/or performance examinations or a competitive evaluation of training and experience as described on your application and supplemental questionnaire. You must pass all components of the examination to be placed on the eligible list. The examination may be eliminated if there are ten or fewer qualified applicants. If the eligible list is established without the administration of the announced examination, the life of the eligible list will be six months and your overall score will be based upon an evaluation of your application and supplemental questionnaire. If during those six months it is necessary to administer another examination for this job class, you will be invited to take the examination to remain on the eligible list.

**HOW TO APPLY:** Apply online at [www.santacruzcountyjobs.com](http://www.santacruzcountyjobs.com) or mail/bring an application and supplemental questionnaire to: Santa Cruz County Personnel Department, 701 Ocean Street, Room 510, Santa Cruz, CA 95060. For information, call (831) 454-2600. Hearing Impaired TDD/TTY: 711. Applications will meet the final filing date if received: 1) in the Personnel Department by 5:00 p.m. on the final filing date, 2) submitted online before midnight of the final filing date.



**Women, people of color and people with disabilities are encouraged to apply. If you have a disability that requires test accommodation, please call (831) 454-2600.**

To comply with the 1986 Immigration Reform and Control Act, Santa Cruz County verifies that all new employees are either U.S. citizens or persons authorized to work in the U.S.

Some positions may require Fingerprinting and/or Background Investigation.

## **EMPLOYEE BENEFITS:**

**ANNUAL LEAVE** - 22 days first year, increasing to 37 days after 15 years of service. Available for vacation and/or sick leave.

**HOLIDAYS** - 14 paid holidays per year.

**BEREAVEMENT LEAVE** - 3 days paid in California, 5 days paid out-of-state.

**MEDICAL PLAN** - The County contracts with CalPERS for a variety of medical plans. For most plans, County contributions pay a majority of the premiums for employees and eligible dependents.

**DENTAL PLAN** - The County pays for employee and eligible dependent coverage.

**VISION PLAN** - County pays for employee coverage. Employee may purchase eligible dependent coverage.

**RETIREMENT** - Pension formula 2% at age 60 or 2% at age 62 as determined based on provisions of the CA Public Employees' Pension Reform Act of 2013(PEPRA). Pension benefits are determined by the final average compensation of three years. County participates in Social Security.

**LIFE INSURANCE** - County paid \$20,000 term policy. Employee may purchase additional life insurance.

**DISABILITY INSURANCE** - Employees in the General Representation Unit participate in the State Disability Insurance (SDI) program. This program is funded 100% by employee payroll deductions.

**DEPENDENT-CARE PLAN** - Employees who make contributions for child or dependent care may elect to have their contributions made utilizing "pre-tax dollars."

**H-CARE PLAN** - Employees who pay a County medical premium may elect this pre-tax program.

**HEALTH CARE FLEXIBLE SPENDING ALLOWANCE (HCFSA)** - Employees may elect this pre-tax program to cover qualifying health care expenses.

**DEFERRED COMPENSATION** - A deferred compensation plan is available to employees

**Note: Provisions of this bulletin do not constitute an expressed or implied contract**

## **PUMP MAINTENANCE MECHANIC - SUPPLEMENTAL QUESTIONNAIRE**

The supplemental questions are designed specifically for this recruitment. Applications received without the required supplemental information will be screened out of the selection process. Employment experiences referred to in your response **must** also be included in the Employment History section of the application.

**Answer the questions below as completely and thoroughly as possible, as your answers may be used to assess your qualifications for movement to the next step in the recruitment process.**

1. Please describe your training and/or experience in performing skilled mechanical repair work on pumps, diesel engines, generators, or other mechanical fixtures common to sewage transmission facilities. For work experience, please include the name of your employer and job title. For training, include the name of the training facility.
2. Please describe in detail your experience diagnosing and repairing problems in diesel and mechanical systems.
3. Please describe any knowledge and/or experience you have related to electronic and electrical low voltage circuits.
4. Please describe your experience and/or training in mechanics with the use of computers, software, scanners, analyzers, and/or electronic communication devices.
5. In the last ten (10) years, have you had any jobs that required you to operate a commercial vehicle?  
 Yes     No

If you answered "yes" to question #5, you are required to answer question #6.

6. Department of Transportation federal regulations require that the County of Santa Cruz obtain specific employment history from you for any and all jobs you have had in the last ten (10) years that require you to operate a commercial motor vehicle, you must provide all of the information listed below.
  - Name and address of former employers
  - Dates of employment (from and to)
  - Number of hours worked per week
  - Type of vehicle driven/ equipment used
  - Reason for leaving

**County of Santa Cruz**

**[www.santacruzcountyjobs.com](http://www.santacruzcountyjobs.com)**

**LIVE Here**

**WORK Here**

**PLAY Here**