

City & Borough of Wrangell

Position Description

Position: Diesel Electric Mechanic	Type: Permanent, Full-Time
Department/Site: Light Department	FLSA: Non-exempt
Evaluated by: Superintendent Electrical Utility	Salary Grade: 20

Summary

Maintain and operate standby electrical generation facility. When regular duties permit or circumstances require, assist the Line Department as a ground person, meter reader, or equipment operator.

Distinguishing Career Features

The Diesel Electric Mechanic has one of the most versatile roles in the electric department, and as such, must be able to prioritize tasks, follow directions, work well with others, and be comfortable switching between tasks and situations

Essential Duties and Responsibilities

MAINTAIN AND OPERATE STANDBY GENERATION FACILITY

- Perform scheduled or routine maintenance on diesel engines, generators, electrical switchboards, compressors, control systems, pumps and other related equipment as directed by the Electrical Superintendent. This also includes building and grounds maintenance. Operates Generators during scheduled and emergency outages.

RECORDKEEPING

- Maintains detailed records on diesel electrical generation system maintenance, lubrication, part inventories, and costs. Maintains and updates all parts and service manuals.

PURCHASING

- Obtains price quotes and places orders with the Electrical Superintendent's approval.

REPAIRS AND INSTALLATIONS

- Inspects diesel preheat systems, cooling systems, air systems and lubricating systems. Installs new power plant electrical and mechanical systems and equipment as directed by the Electrical Superintendent.

TEAMWORK AND COOPERATION

- When necessary, or as determined by the Electrical Superintendent, assists the Line Department as a ground worker, meter reader, or equipment operator. Performs other related tasks and duties as required or assigned. Works cooperatively with other employees, internal agencies, and the public.

Qualifications

▪ Knowledge and Skills

- Requires extensive knowledge of diesel mechanics and operation.
- Requires knowledge of safety standards and expertise necessary to ensure conformance to them.
- Requires demonstrated skill in organizing and prioritizing work.
- Requires knowledge of recordkeeping procedures and the ability to keep an accurate account of inventories.

- Requires knowledge of parts and supplies purchasing procedures. Requires ability to work with vendors, place orders and make adjustments.
- Requires knowledge of voltage regulators and AC generation control and protection systems.
- Requires knowledge of generator operation, and utility switching operations.

▪ **Abilities**

Ability to read and interpret blueprints at a basic level. Must have good mathematical skills.

▪ **Physical Abilities**

Ability to operate hand-held equipment and to perform active, physically demanding duties.

▪ **Education and Experience**

High school diploma or GED required. Experience in power generation

▪ **Licenses and Certificates**

Must have a valid Alaska Driver's License and First Aid CPR card.

▪ **Working Conditions**

Requires physical ability to cover territory in sometimes severe weather and working conditions. Will sometimes be required to work irregular hours.

This job/class description, describes the general nature of the work performed, representative duties as well as the typical qualifications needed for acceptable performance. It is not intended to be a complete list of all responsibilities, duties, work steps, and skills required of the job.