



Invites applications for the position of:

## **ELECTRO-MECHANICAL MAINTENANCE WORKER**

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**OPENING DATE:** June 21,2022

**CLOSING DATE:** Until filled

**DESCRIPTION:** The City of Richmond is accepting applications for an Electro-Mechanical Maintenance Worker. This position performs varied physical labor and semi-skilled and skilled tasks in the maintenance and repair of water and wastewater equipment and facilities under the supervision of the Electro-Mechanical Maintenance Chief.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Assists in repair and maintenance of wastewater pumps, motors, and associated equipment.
- Assists and performs shop and field maintenance on all systems including troubleshooting, the repair and replacement of broken parts and equipment.
- Inspects, tests, and cleans various pieces of electrical equipment and components and documents and reports findings and results to supervisor.
- Performs both mechanical and electrical repairs as directed of manholes, catch basins, pump stations, reservoirs, and other facilities.
- Operates a variety of hand and power tools, electrical meters/measurement devices, acetylene/oxygen torches, power wrenches, air compressors, etc. in maintaining and adjusting various items of equipment both fixed and portable.

***Education and Experience:***

- Successful applicant must have a High School diploma.
- Class C wastewater operator's license or ability to obtain one.
- Valid Class A CDL preferred, ability to obtain one required.
- Electrical/mechanical work experience preferred.
- Background check and post-offer drug test is required.

***Physical Requirements:***

- Ability to sit, walk, stand, and bend over for prolonged periods.
- Must be able to lift 50 pounds at times.

**SALARY:** Starting salary based on experience and qualifications, plus benefits. Benefits package includes paid holidays, vacation and sick leave, Missouri Local Government Employees Retirement System (LAGERS), medical, dental, vision and life insurance. Available voluntary benefits include Aflac supplemental insurance, 457(b) retirement plan, term life insurance, and flexible spending accounts (FSA) for medical expenses and dependent care.

**APPLICATION PROCESS:** Must submit a cover letter, resume and “City of Richmond Application for Employment” for consideration. Your application must include all relevant education and experience you possess, including at least the past four employers, and at least three references who are not relatives or past/present supervisors. Applications may be rejected if incomplete. Applications available at Richmond City Hall, 205 Summit, Richmond MO 64085, phone: 816-776-5304, or city website: [www.cityofrichmondmo.org](http://www.cityofrichmondmo.org). Required documents may be submitted electronically to Courtney Williams, [hr@cityofrichmondmo.org](mailto:hr@cityofrichmondmo.org). Questions can be submitted to Dale Shipp at [dshipp@cityofrichmondmo.org](mailto:dshipp@cityofrichmondmo.org)

*The City of Richmond is an equal opportunity employer. In accordance with anti-discrimination law, it is the purpose of this policy to effectuate these principles and mandates. The City of Richmond prohibits discrimination and harassment of any type and affords equal employment opportunities to employees and applicants without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law. The City of Richmond conforms to the spirit as well as to the letter of all applicable laws and regulations.*