



LEAD IRRIGATION SYSTEMS MECHANIC

QUALIFICATIONS

A. REQUIRED

- High school Diploma or equivalent
- Four years of experience in irrigation system installation and maintenance
- Must have experience with and ability to read irrigation blueprints
- Excellent verbal and written communication skills
- Possession of valid Arizona driver's license

B. DESIRED

- Prior experience in school maintenance of irrigation systems for turf and ornamental
- Previous supervisory experience
- Current or previous experience in a school district, college or university

SUMMARY

In addition to performing the duties of an Irrigation Systems Mechanic, the Lead Irrigation Systems Mechanic acts as the primary technical advisor to the Maintenance Manager.

Reports to: Grounds Manager

ESSENTIAL FUNCTIONS

- Provides temporary supervision of project work as assigned by the Maintenance Manager
- Prioritizes work orders in backlog by utilizing customer and manager input
- Utilizes backlog reports to forecast work orders and projects
- Plans and coordinates departmental operations and needs with appropriate personnel and other agencies
- Schedules daily work orders utilizing shop personnel based on prioritization (Schedules will reflect various types of priorities to allow for effective movement of personnel when reacting to unforeseen changes to the daily schedule)
- Verifies compliance to the daily schedule
- Verifies accuracy and completeness of work order reporting, i.e. man-hours, material used, details of completed work, etc.
- Acts as first line of contact for variances to the daily schedule
- Works within State Procurement Standards when ordering/acquiring material
- Supervises execution of work orders as required
- Assures timely completion of assigned work within industry quality standards
- Provides Project Management as assigned by the Maintenance Manager
- Perform duties as a liaison with regulatory agencies as assigned by the Maintenance Manager
- Provide orientation and training of employees as assigned by the Maintenance Manager
- Inspects, troubleshoots, maintains, designs, and installs drip and sprinkler systems which include pipes, fittings, sprinklers, clocks and valves



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- Performs minor or preventive maintenance, makes adjustments and safely operates equipment used in irrigation and grounds maintenance. Operates trenchers, vehicles, tractors and trailers and both similar equipment
- Prepares and obtains written estimates for materials needed to maintain and upgrade irrigation systems
- Operates all underground utility detection equipment
- Communicates and coordinates irrigation work with immediate supervisor and other grounds personnel
- Works within a cost control budget; controls cost of materials and tool purchases; may develop an estimate of costs for repair jobs and new installations
- Makes recommendations and implements improvements to irrigation systems that will enhance their efficiency and water conservation
- Maintains constant safety awareness and models this for students, employees and the public while performing responsibilities
- Maintains tools, equipment, vehicle, and work area(s) in a safe, clean and efficient manner
- Maintains preventative maintenance work schedules, work history records, and performs preventative maintenance
- Participates on committees as assigned; makes suggestions to improve district/departmental operation; assists in establishing work schedules designed to minimize impact on instruction
- Exhibits patience, courtesy and tact when dealing with others
- Promotes and supports district-wide educational advancement in 21st Century Skills.
- Integrates knowledge and skills that are relevant to the 21st Century
- Performs related duties as required

MENTAL AND PHYSICAL REQUIREMENTS

- Ability to follow oral and written instructions
- Ability to use office equipment such as telephones, computers, copiers and printers
- Ability to lift and carry up to 100 pounds
- Ability to climb stairs and ladders and work in elevated areas
- Ability to bend, twist, squat, stoop, kneel, crawl and lift one or both arms above shoulder level.
- Ability to work in small, cramped, or confined spaces
- Ability to walk on uneven surfaces if necessary
- Ability to work under adverse conditions involving noise, heat, cold, noxious chemicals, heights and all weather and temperature conditions
- Ability to work in a shop environment; both indoors and outdoors
- Ability to use hand and power tools
- Ability to operate an automatic or standard transmission motor vehicle