



GUAM WATERWORKS AUTHORITY
PERSONNEL SERVICES DIVISION
 578 North Marine Corp Drive
 Tumon, Guam 96931
 Phone: (671) 647-7855/1340 Fax: (671) 649-0369
 (Open Competitive)
JOB ANNOUNCEMENT

Guam Waterworks Authority is accepting applications to establish a list of eligibles for:

Position Title: Wastewater Maintenance Mechanic II	Announcement Number: EOE 052-2022
Salary: MINIMUM: 14-D, \$20.55/HOUR; \$42,747.00 PER ANNUM MAXIMUM: 15-D, \$21.39/HOUR; \$44,483.00 PER ANNUM	Open Date: September 22, 2022 Closing Date: Continuous

HOW AND WHERE TO APPLY:

Applicants must submit an Employment Application- Form A2 to the GWA Personnel Services Division – Human Resources Office, #205 (2nd Floor) in the Gloria B. Nelson Public Service Building, 688 Route 15 Mangilao, Guam 96913 between 8:00 am and 5:00 pm, Monday to Friday, excluding holidays, on or before the closing date of the job announcement and encouraged to submit electronically at hrjobs@guamwaterworks.org. All applications received via electronic mail or fax must be submitted by 11:59 pm (Guam time) on the closing date of the job announcement. *“Applications submitted by mail must be postmarked by midnight of the announced last day for filing applications in order to be accepted”* If you are unable to submit your application electronically, please call (671)300-6899 to pre-arrange a specific time during normal business hours to drop off your application. For more information call the Human Resources Office at (671)300-6076/6852/6899 or visit our website at www.guamwaterworks.org to view the job announcement and to download the GWA Employment Application- Form A2.

MINIMUM EXPERIENCE AND TRAINING:

- A. Four (4) years of experience in the maintenance, repair, overhaul, and installation of wastewater treatment plant electro-mechanical machinery and equipment; or
- B. Any equivalent combination of experience and training which provides the minimum knowledge, abilities, and skills.

NATURE OF WORK IN THIS CLASS:

Performs skilled work in the maintenance, repair, overhaul, and installation of electro-mechanical wastewater treatment plant machinery and equipment.

Employees in this class perform the full range of skilled tasks under general supervision and may lead less skilled workers on assigned tasks.

ILLUSTRATIVE EXAMPLES OF WORK (Any one position may not include all the duties listed, nor do the examples cover all duties which may be performed.)

- Performs major overhaul of electro-mechanical machinery and equipment such as, blowers, pumps, sump pumps, and other pumping equipment.
- Installs pumps, motors, blowers, and other related units at various pump station and treatment plants.
- Operates treatment facilities to control flow and processing of wastewater, sludge, and effluent.
- Cleans pumping internal parts after teardown and prepares for assembly, replaces bearings, shaft, U-joint, sleeve, and packing in all pumping units.
- Monitors gauges, meters, and control panels; observes variations in operating conditions and interprets meter and gauge readings and test results to determine processing requirements.
- Maintains record of repair work and time and cost of repairs.
- Performs related duties as required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

- Knowledge of the standard methods, practices, techniques, tools, and equipment used in the maintenance, repair, overhaul, and installation of electro-mechanical wastewater treatment machinery and equipment.

Page 2 (Wastewater Maintenance Mechanic II EOE 052-2022)

- Ability to apply safe work practices on the job.
- Ability to read and work from manuals, blueprints, and related guidelines.
- Ability to do heavy manual work in areas of limited access.
- Ability to work in unpleasant surroundings, including exposure to fumes and gases.
- Ability to understand and follow written and oral instructions.
- Skill in the maintenance, repair, overhaul, and installation of electro-mechanical wastewater treatment plant machinery and equipment.

WORK ELIGIBILITY

Public Law 99-603 (8 USC Section 1324A) requires the Government of Guam to verify all newly hired employees' identity and work eligibility. All new employees shall be required to provide proof of identity and work eligibility to work in the United States. The Government of Guam is required to comply with this law on a non-discriminatory basis. If you are hired to fill a position in the Government of Guam, you will be required to present valid documents that will establish your identity and work eligibility.

EDUCATION: Pursuant to Public Law 29-113, Section 3 Subsection (c) of §4101, Article 1, Chapter 4 of Title 4, Guam Code Annotated, is hereby repealed and reenacted to read: "(c) All new employment in the service of the government of Guam *shall* have, as a reasonable measure of job performance, minimum requirement of high school diploma or a successful completion of General Education Development (GED) test or any equivalent education high school program, apprenticeship program or successful completion of certification program, from a recognized, accredited or certified vocational-technical institution, in the specialized field required for the job." Applicants claiming degrees or credit hours are required to provide a copy of their college transcript.

DRUG SCREENING:

Applicants conditionally selected for this position shall undergo and pass a urinary screen for illicit/illegal drugs pursuant to GWA's Drug and Alcohol-Free Workplace Policy (DAFWP) prior to receiving a Final Offer of Employment. Applicants who violate the requirements of the DAFWP or refuse to take the mandatory drug test will be disqualified and any offer of the employment will be rescinded.

PROHIBITION: Pursuant to Public Law No. 28-98: "No person convicted of a sex offense under the provisions of Chapter 25 of Title 9 GCA, or an offense as defined in Article 2 of Chapter 28, Title 9 GCA in Guam, or an offense in any jurisdiction which includes, at a minimum, all of the elements of said offenses, or who is listed on the Sex Offender Registry shall work in any agency or instrumentality of the Government of Guam".

PREFERENCE POINTS:

Veterans Preference: Applicants claiming veteran's preference are required to provide a copy of their DD-214 (Military Discharge form). Those claiming Veteran's Compensable Disability are required to provide a copy of a letter from the Veterans Administration.

Disability Preference: Applicants claiming disability preference must obtain a form from this office and submit it with the required certification signatures.

ELIGIBLE RATING - After receiving an eligible rating, your chances for an interview depend on (1) the number of available vacancies; (2) whether your rating score is high enough to be certified (see CERTIFICATION FOR INTERVIEW); (3) whether or not a registered Enhanced Placement Program (EEP) eligible, Priority Placement Program (PPP) eligible, or a Bonafide preferential hire is on the same eligibility list as you (see PREFERENTIAL HIRE). For these reasons we cannot give definite information about how soon you might be contacted for an interview.

EXPIRATION OF ELIGIBLE RATING - Your eligible rating score expires after one (1) year your score is established, which is indicated on your Notice of Rating. If you applied under a continuous job announcement and the job announcement has yet to close, you may update your rating score by submitting a new employment application form. For closed job announcements, you may update your rating by reapplying and repeating the application process when the position is re-announced. If your rating score expires under a closed job announcement, you can only be eligible again by reapplying and repeating the application process when the position is re-announced. In general, though, you are encouraged to apply for any and all job announcements that you feel you qualify for, and are eligible to apply for. (Please note, that depending upon the needs of a particular department, positions may be announced with Selective Certifications, aka Selective Factors (SF) requirements which may affect your eligibility for a position, under a particular job announcement).

CERTIFICATION FOR INTERVIEW - For each vacancy, the top eight (8) applicants with the highest scores are scheduled for interviews (ten applicants for the laborer and custodial vacancies.) However, in the event of tie scores with the eighth eligible, all eligibles with the same score as the eighth eligible will be referred. When your name is reached, you will be notified by mail and/or telephone, and/or email to report for an interview. You may or may not be selected as a result of the interview. If you are not selected, your name will be placed back on the eligible list for consideration in filling future vacancies until your score expires.



Miguel C. Bordallo, P.E.
GENERAL MANAGER 

"WE ARE AN EQUAL OPPORTUNITY EMPLOYER" 