



Water Maintenance Worker

Department:	Public Works – Water/Sewer	Pay Grade:	I
Bargaining Unit:	Teamsters	FLSA Status:	Non-Exempt
Revised Date:	August 2019	Reports To:	Water/Sewer Manager

POSITION PURPOSE: Under general supervision, installs, maintains repairs and upgrades the City water distribution system and related facilities.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Performs specialized work in the installation, repair and maintenance of the City water and related systems including: City water mains, fire hydrants, valves, meters and others.
- Maintains City grounds including: mowing and trimming grass, pruning shrubs and removing debris when necessary; repairs sidewalks, streets and lawns as necessary following water system work; prepares asphalt for repair work.
- Operates a variety of equipment including: a forklift, vactor truck, dump truck and trailer, loader, backhoe, pipe threading device, jackhammer, air compressor and hand and small power tools in accomplishing work assignments.
- Installs repairs and maintains PRV stations as required.
- Installs new mains, services hydrants and valves as necessary.
- Assists other department personnel with cross connection testing of backflow assembly devices.
- Assists Sewer division with routine or emergency work as necessary; shuts down valves and reroutes water flows as necessary.
- Tests water samples and chlorine samples for water clarity; locates, dispatches and assists street department with routine and emergency situations.
- Assists with the installation of valves, meters, hydrants and related items; removes, installs and maintains pipes, flushes water mains and cleans reservoir as necessary and utilizes appropriate storing and safety equipment.
- Reads maps, plans, specifications and other drawings as required.
- Loads and unloads materials onto trucks; cleans trucks and tools; performs flagging and traffic control on projects as required.
- Communicates with other City departments regarding repairs and maintenance issues.

JOB DESCRIPTION

Water Maintenance Worker

- Records and logs new information and prepares and maintains a variety of records and reports including GPS water components and mapping.
- Conduct fire line detection checks as required.
- Responds to emergency call-out and performs water watch duties as necessary or directed.
- Maintains a variety of records and reports
- Reads water meters.
- Performs related duties as assigned.

Required Knowledge of:

- Operations, services and activities of a City Public Works Department.
- Standards and techniques used in the operation and maintenance of water systems and related equipment.
- Basic water distribution maintenance and repair.
- Health and safety regulations and procedures.
- Technical aspects of field of specialty.
- Effective oral and written communication principles and practices to include customer service.
- Record keeping and report preparation.
- Modern office procedures, methods, and equipment including computers and computer applications sufficient to accomplish work assignments.
- English usage, spelling, grammar and punctuation.

Required Skill in:

- Installing, maintaining, preparing and upgrading the water distribution system and related facilities.
- Operating hand and power tools and other equipment used in grounds maintenance.
- Install and replace existing and new meters
- Learning City organization, operations, policies and objectives.
- Observing health and safety regulations and practicing safe work practices.
- Working cooperatively with others and meeting schedules and time lines.
- Reading meters.
- Communicating effectively verbally and in writing including customer service.

MINIMUM QUALIFICATIONS:

Education and Experience:

High School Diploma/GED Certificate required and Six Months of experience is required in a construction, maintenance, mechanical, underground, plumbing or similar position where hand and power tools such as saws, wrenches, shovels, drills, jackhammers, etc. have been used. OR an equivalent combination of education, training and experience.

Experience operating heavy equipment such as loaders, backhoes, dump trucks, and/or vector trucks is preferred.

Experience repairing, installing and maintaining water systems is preferred.

Required Licenses or Certifications:

- Valid Driver's license required at time of hire. State of Washington Driver's License required within 30 days from date of hire.
- "Class A" CDL with air brake and tanker endorsements within one year from date of hire.
- Certification by the State of Washington as a Water Distribution Specialist within 2 years from date of hire.
- CPR, First Aid, AED, and Bloodborne Pathogen Cards within 2 years from date of hire.
- Flagger Certification within 3 years from date of hire.
- Other specialty certifications/licenses as required by state and federal law and/or OSHA and WAC regulations may be required within a specified period of time after hire.
- Must be able to successfully complete and pass a background check.
- This position is subject to drug and alcohol testing in accordance with USDOT requirements.

WORKING CONDITIONS:**Environment:**

- Indoor and outdoor work environment.
- Driving a vehicle to conduct work.

Physical Abilities:

- Walking or otherwise moving over rough terrain.
- Sitting, standing or otherwise remaining in a stationary position for extended periods of time.
- Hearing, speaking or otherwise communicating to exchange information in person or on the phone.
- Operating various equipment and tools.
- Reaching overhead, above the shoulders and horizontally, bending at the waist, gripping, kneeling or crouching, stooping, crouching, reaching, pushing, pulling and twisting or otherwise positioning oneself to accomplish tasks.
- Ascending/descending, ladders and inclines.
- Working at heights, working on a high ladder and working in a confined space.
- Working over water, working alone and working in remote locations.
- Working in a noisy work area, working in direct sunlight, working in outside temperature extremes and working in dampness.
- Heavy physical labor including lifting/carrying or otherwise moving or transporting 50-100 pounds.
- Operating a passenger vehicle, heavy truck, and heavy equipment and rotating machinery.
- Reading and understanding printed and electronic messages and related materials.
- Hearing voice conversation and hearing alarms.
- Possessing close vision, far vision, side vision, depth perception, night vision and color vision.
- Ability to wear appropriate personal protective equipment based on required City Policy.

Hazards:

- Working around and with machinery having moving parts.
- Adverse weather conditions.

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- Working in and around moving traffic.
- Exposure to smoke, noxious odors, toxic fumes and chemicals, epoxy chemicals, poison oak or ivy, dust or pollen, insect stings, solvents, oil and ink.
- Working in a cramped or restrictive work chamber.

Incumbent Signature: _____

Date: _____

Department Head: _____

Date: _____