



WATER MAINTENANCE WORKER III

Department: Maintenance
Range:

FLSA Status: Non-Exempt
Effective Date: September 1, 2010

General Purpose

Under general direction of the Maintenance Supervisor, to install, maintain, and repair water services, valves, mains, meters, and hydrants; to operate heavy equipment used in water service work; to perform a variety of skilled maintenance trades work; and to perform other related duties as required.

Distinguishing Characteristics

This is the advanced journey/lead level class in the Water Maintenance Worker series. Incumbents in this class are the most highly skilled and experienced, work with minimum supervision, and have responsibility for crew assignments, safety, problem solving, work methods and training others. Workers at this level are highly skilled in welding and backhoe operation as well as operating other power driven equipment. Incumbents are expected to exhibit leadership qualities, to promote responsibility/accountability among all department personnel, and to contribute to the District's safety program.

Essential Duties and Responsibilities

The duties and responsibilities listed below are intended to provide a representative list of the various types of work that may be performed. Specifications are not intended to reflect all duties performed within the job class, and incumbents may expect to perform other related similar duties.

- Leads and participates in the work of crews engaged in the installation, maintenance, and repair of water mains, valves, hydrants, services, meters and booster pumps.
- Instructs and directs lesser skilled workers in the proper performance of duties and provides input regarding their performance.
- Maintains records of work performed.
- Ensures proper shoring of trenches and safety practices.
- Operates and trains others in the use of equipment such as trucks, heavy equipment, air compressors, jackhammers, and a variety of power and hand tools.

- Digs and backfills trenches; lays pipe and drills and taps water mains; Locates, taps, and installs new customer services; makes skilled fittings and connections.
- Turns on and off water services; cleans mains and flushes the water system.
- Locates and marks water lines for contractors and District crews.
- Investigates leaks and reports service interruptions; repairs valves and insures that they are working properly.
- Advises customers of leaks and suggests how to resolve the problems; informs customers of water shut offs for repairs.
- Performs a variety of related welding, carpentry, fencing, painting and graffiti removal.
- Cuts and places concrete and asphalt.
- Sets up traffic control in accordance with safety standards; flags and directs traffic.
- Locates and installs sprinkler systems; performs ground maintenance, tree trimming and weed abatement; monitors pressure and gravity irrigation systems.
- Raises valve boxes that have been paved over.
- Serves "on call" on a rotating basis and remains subject to overtime with fellow field workers.
- Cross-trains in other department job duties.
- Maintains assigned District vehicle including servicing and periodic safety checks.
- Participates in District safety meetings.
- Performs other related duties, as assigned.

Qualifications

Knowledge of:

- Water distribution facilities including mains, meters, hydrants and valves.
- The District's distribution system.
- Geography and street locations of the District.
- District policies, procedures and specifications.
- Advanced principles and methods of pipe laying, fitting, welding and concrete work.
- Tools and equipment used in the installation, maintenance, and repair of water mains, services, meters, hydrants and valves.
- Equipment operation, maintenance, and repair methods and practices at an advanced journey level.
- Cross Connection Control practices for detection of contamination into the water system.
- General water system maintenance and repair practices.
- Routine record keeping.
- Safe work practices.

Ability to:

- Independently perform the most complex, skilled, and responsible water system maintenance duties.
- Train lesser-skilled staff in water service and repair work.
- Determine work methods and materials for assigned jobs.
- Repair, install, and maintain water mains, services, hydrants, meters and valves at an advanced journey level.
- Maintain accurate records of work performed.
- Lay and fit pipe; mix, pour and finish cement; install valves and meters.
- Perform heavy physical labor.
- Operate power-driven equipment, and welder used in water service work.
- Read water meters and turn-on and off service.
- Read and interpret plans, drawings, maps, and specifications.
- Communicate clearly and concisely.
- Understand and carry out oral and written instructions.
- Observe proper safety precautions.
- Work overtime as required.
- Operate a vehicle observing legal and defensive driving practices.

Minimum Qualifications

Any combination of education, training, and experience that would likely provide the knowledge, skills, and abilities to successfully perform in the position is qualifying. A typical combination includes:

Education:

A high school diploma or satisfactory equivalent, and

Experience:

A minimum of four (4) years of progressively responsible experience in both meter service and distribution system operations with a public agency water system, including welding and operation of all District equipment.

Necessary Special Requirements

Must possess an appropriate valid, Class "A" Driver's License issued by the California State Department of Motor Vehicles, and a good driving record.

Possession of a valid, Grade II Water Treatment Operator's Certificate, issued by the State Water Resources Control Board – Division of Drinking Water.

Possession of a valid, Grade III Water Distribution Operator's Certificate, issued by the State Water Resources Control Board – Division of Drinking Water.

Completion of one (1) semester of Cross-Connection/Backflow Prevention training.

Physical Tasks and Environmental Conditions

The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions on a case-by-case basis.

While performing the duties of this classification, an incumbent is regularly required to stand; use hands and fingers to handle, or feel; and talk and hear. The employee is frequently required to walk and to reach with hands and arms. The employee is occasionally required to sit, climb or balance and stoop, kneel, crouch or crawl. The employee must regularly lift and/or move up to twenty-five (25) pounds, frequently lift and/or move up to fifty (50) pounds, and occasionally lift and/or move up to one-hundred (100) pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

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Advancement in salary is not automatic. It should be considered a reward for meritorious service. The General Manager may authorize the advancement of an employee who has performed twelve (12) months continuous satisfactory service.

An employee who furthers his/her knowledge in the field or employment may become eligible for consideration of a salary review by the General Manager. The General Manager may authorize reimbursement to the employee for cost of tuition, registration fees, required text books, certification costs and other related charges upon proof of receiving a passing grade, and /or certificate, whichever may be appropriate or both.

THIS POSITION MAY BE ELIMINATED, OR THE DUTIES, QUALIFICATIONS AND TRAINING REQUIRED CHANGED BY THE BOARD OF DIRECTORS AND/OR THE GENERAL MANAGER, WHEN IN THEIR JUDGEMENT, IT IS CONSIDERED NECESSARY AND PROPER FOR THE EFFICIENT OPERATION OF THE DISTRICT.