



JOB DESCRIPTION

Senior Water Distribution Worker

Date Prepared: February, 2016

SUMMARY: Under basic supervision, performs heavy physical labor and a variety of manual tasks; performs skilled work involved in the construction and maintenance of water facilities and equipment; performs related work, as assigned.

ESSENTIAL FUNCTIONS: - *Essential functions, as defined under the Americans with Disabilities Act, may include any of the following representative duties, knowledge, and skills. This is not a comprehensive listing of all functions and duties performed by incumbents of this class; employees may be assigned duties which are not listed below; reasonable accommodations will be made as required. The job description does not constitute an employment agreement and is subject to change at any time by the employer. Essential duties and responsibilities may include but are not limited to the following:*

- Install, maintain, and repair water services including mains, meters, pumps, and valves.
- Investigate leaks and report service interruptions.
- Advise consumers of leaks and provide suggestions for ways to correct the problem.
- Read and interpret drawings, diagrams, and maps.
- May be required to participate in emergency call duty.
- May cross-train with other divisions.
- Dig and backfill trenches.
- Install fittings and make connections.
- Read and replace meters.
- Drill and tap water mains.
- Turn water service on and off.
- Cut and replace concrete and asphalt.
- Fit and lay pipe.
- Mix, pour, and finish cement.
- Clean mains and flush the water system.
- Operate equipment such as, trucks, heavy equipment, air compressors, jack hammers, and a variety of power and hand tools.
- Inspect, clean, and perform basic servicing of assigned equipment.
- Perform a variety of functions including welding and carpentry.
- Install, repair, maintain, and paint fire hydrants and ensure the proper flow.

MINIMUM QUALIFICATIONS:

Education, Training, and Experience Guidelines:

High school diploma OR GED equivalent AND two years of experience in a water service worker position or related maintenance and repair position.

LICENSE AND CERTIFICATION REQUIREMENTS:

- Must possess a valid California Class "C" driver's license upon hire and maintain throughout the length of employment with the City of Victorville.
- May be required to obtain a Class "A" license.
- Must possess a California Department of Health Services Water Distribution Operator Grade 2 Certificate.

Knowledge of:

- Water distribution facilities including mains, meters, hydrants, and valves.
- Pipe laying, fitting, and concrete work.
- Tools and equipment used in the installation, maintenance, and repair of water mains, services, meters, hydrants, pumps, and valves; operation, care, and servicing of heavy power-driven equipment.
- Operation of auxiliary mechanical equipment commonly used in the construction of water services.
- Methods, practices, tools, and materials used in water service construction and maintenance.
- Safety precautions and procedures used in water service work.

Skill in:

- Providing efficient customer service and communicating clearly and objectively both verbally and in writing.
- Organizing with the ability to prioritize work and exercise independent judgment, wisdom, common sense, and initiative.
- Thoroughly carrying out oral and written instructions.
- Coordinating repair, installation, and maintenance of water-distribution facilities.
- Performing physical labor and operating power-driven equipment.
- Proper use of a variety of hand tools and vehicles commonly used in water-service maintenance and construction.
- Recognizing unsafe conditions and makes decisions to correct these conditions.
- Reading and interpreting plans, drawings, and specifications.
- Assisting, training, and leading the work of the water system maintenance crew.
- Establishing and maintaining effective working relationships with those contacted in the course of work, including City and other government officials, community groups, and the general public and applying safe work practices.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT:

Work is performed in an outdoor environment. Incumbent shall be exposed to those conditions normally encountered in an outdoor environment. Physical demands consist of sitting, standing, walking, stooping, kneeling, crouching, and crawling; use hands and fingers to handle or feel objects, tools, or controls; lifting and carrying moderately heavy boxes up to 100 pounds and/or utilizing a hand dolly to move up to 160 pounds. Incumbent frequently works near moving mechanical parts occasionally working in high, precarious places and can be exposed to electrical shock. Incumbent wears personal protection-protective footwear. Incumbent must be able to see and hear in the normal range, with or without correction, and communicate verbally and in written form with great facility and must be able to be understood. Incumbent must have the stamina to work long hours and overtime, if assigned, and must be willing to work an irregular schedule, which includes weekends, holidays, evenings, and/or varying shifts.

Department Head

Date

Personnel Officer

Date