

## **WATER SERVICE TECHNICIAN**

Pulaski County PSA

**Department:** Water/Wastewater Department

**Reports to:** Utility Maintenance Supervisor

**Supervision Exercised:** None

**Supervision Received:** Work is performed with general instruction and supervision. Employee will undergo a six month orientation period and will be evaluated at the end of the six month term. Employee will be evaluated annually thereafter.

**Classification (FLSA):** Non-Exempt, Full-Time

**Work Hours:** 7:00 a.m. until 3:30 p.m. Some holiday and weekend work may be required.

**ESSENTIAL FUNCTIONS:** Performs routine, semi-skilled and technical work in the installation, maintenance and repair of utility systems.

**JOB REQUIREMENTS:** To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions. Employee must successfully pass a drug test and background check. Possession of a valid Commercial Driver's License permit issued by the Commonwealth of Virginia. If the State of Virginia requires employees working with sewer and water facilities in this capacity to become registered operators in the future the registration will automatically become part of the requirements for this position.

### **RESPONSIBILITIES:**

- Compliance with regulatory and safety requirements concerning operation of sewer and water systems
- Ability and judgment to safely operate equipment and vehicles
- Repair and maintenance to sewage and water pump stations
- Monitor sewer flows
- Repair and maintenance to flow meters
- Respond to emergency calls such as power failures, high water alarms, blocked sewer lines, water breaks, etc.
- Performs the work of skilled and semi-skilled workers and equipment operators in the repair, maintenance and/or construction of sewer and water facilities
- Services and performs minor repairs on automotive and other equipment
- Inspect work performed by private contractors

- Inspects quarterly or as requested the routes of sewer lines to check for needed maintenance on sewerage facilities including lines, manholes, valves etc. Where inspection can not be made by vehicle the route inspection will be completed by walking
- Provide on call services as scheduled to respond to emergencies (requires person on call to remain within Pulaski County and available to receive and respond to emergency calls)
- Installation of water and sewer lines and service lines for these utilities
- Similar duties required to provide operation and maintenance of a utility system.
- Supervises Sewer Maintenance Crew in the absence of the Utility Maintenance Supervisor
- Provide assistance to other utility maintenance work as requested

### **KNOWLEDGE, SKILLS AND ABILITIES:**

- Knowledge of utility maintenance, repair and construction practices
- Mechanical aptitude
- Ability to make minor repairs and adjustments to equipment
- Ability to work outdoors under varying climatic conditions
- Knowledge of the occupational hazards involved and the safety precautions required for maintenance, repair and construction of utility services
- Ability to walk on varying terrain encountered in utility locations
- License and ability to drive truck with trailer and equipment

**ADA REQUIREMENTS:** Physical ability to climb in and out of ditches, climb ladders, climb over equipment and pump stations, etc. and similar types of excavations and/or structures; Physical ability to provide manual labor for the work day; Ability to lift 50 pounds on a continuous basis and 80 pounds on a daily basis.

### **EDUCATION AND EXPERIENCE:**

- A high school education and experience in the maintenance, repair and construction of water and sewerage facilities
- Experience may substitute for a portion of the requirement of a high school education
- Possession of a valid appropriate driver's permit including a commercial driver's license issued by the Commonwealth of Virginia
- It is recommended the position obtain any available registration voluntary
- Attendance at training seminars and manufactured sponsored workshops as scheduled by supervisor
- Completion of a correspondence course equal to those sponsored by the University of California at Sacramento titled "Operation and Maintenance of Wastewater Collection Systems" and "Water Distribution System Operation and Maintenance is a requirement the courses should be completed within 18 months
- A driving record which demonstrates good judgement

**PROFESSIONALISM AND CONFIDENTIALITY:**

- Understands and consistently implements all County policies and procedures
- Maintains confidentiality with all vendors and employee transactions and activities
- Shares knowledge and assists other staff with day to day activities to promote effective teamwork to accomplish the goals of the County

**TRAINING AND JOB DEVELOPMENT:**

- Develop and set own personal goals for acquiring new skills and job growth
- Participate in conferences, workshops, webinars, and other opportunities to maintain current awareness of County trends and for educational growth
- Works with staff to discuss and resolve problems and provide ideas for improvement

Note: This job description is not intended to be all –inclusive. An employee will also perform other reasonably related job responsibilities as assigned by the County Administrator, department head or supervisor. Pulaski County reserves the right to revise or change job duties as the need arises. Moreover, management reserves the right to change job descriptions, job duties or working schedules based on their duty to accommodate individuals with disabilities. The job description does not constitute a written or implied contract of employment.

I have read, understand and accept the duties, standards and expectations required of this position. I hereby affirm my good faith compliance with all county policies and procedures.

Employee: \_\_\_\_\_

Date: \_\_\_\_\_