

TITLE: Water Distribution Maintenance Worker

WSD/4-813

DEPARTMENT: Water System Distribution, Fayette County

JOB SUMMARY: This position is responsible for participating in the maintenance and repair of the water distribution system.

MAJOR DUTIES:

- o Installs water meters.
- o Makes water main taps.
- o Flags traffic at work sites.
- o Operates trencher/boring machine.
- o Operates backhoe.
- o Repairs leaks; plumbs lines as needed.
- o Repairs water main breaks.
- o Maintains water meters; installs or repairs meter boxes; checks water pressure at meters.
- o Installs and maintains fire hydrants.
- o Operates asphalt roller, cement mixer, gas powered saw, asphalt and cement cutter, and jackhammer.
- o Tests backflow prevention devices; repairs or replaces apparatus.
- o Repairs concrete driveways or sidewalks; repairs streets and curbs.
- o Removes and replaces sod; plants bushes; cuts trees and roots as needed.
- o Maintains reservoirs; removes debris from water' cleans boat ramps; repairs docks.
- o Maintains equipment; replaces fuses and light bulbs; checks oil and tires; changes buckets on backhoes.
- o Cleans restrooms; empties trash; mops restroom and shop floors; unloads trucks.
- o Maintains inventory of tools, parts, and equipment.

- o Performs other related duties as assigned.

**KNOWLEDGE REQUIRED BY THE POSITION:**

- o Knowledge of water system distribution installation, repair, and maintenance procedures.
- o Knowledge of the location of water mains, valves, fire hydrants, and services.
- o Knowledge of county policies and procedures.
- o Skill in the operation of heavy and light equipment.
- o Skill in the maintenance of assigned vehicles and equipment.
- o Skill in the repair and maintenance of the water distribution system.

**SUPERVISORY CONTROLS:** The Water Crew Leader assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

**GUIDELINES:** Guidelines include backflow prevention guidelines, OSHA guidelines, traffic control procedures, and department policies and procedures. These guidelines are generally clear and specific, but may require some interpretation in application.

**COMPLEXITY:** The work consists of related system maintenance duties. Inclement weather and heavy traffic contributes to the complexity of the position.

**SCOPE AND EFFECT:** The purpose of this position is to participate in the repair and maintenance of the water distribution system. Success in this position contributes to the efficiency of Water System operations.

**PERSONAL CONTACTS:** Contacts are typically with co-workers, customers, developers, builders, contractors, and members of the general public.

**PURPOSE OF CONTACTS:** Contacts are typically to resolve problems and provide services.

**PHYSICAL DEMANDS:** The work is performed while intermittently sitting, standing, stooping, bending, or crouching. The employee frequently lifts light and heavy objects, climbs ladders, and uses tools or equipment requiring a high degree of dexterity.

**WORK ENVIRONMENT:** The work is typically performed outdoors. The employee may be exposed to noise, dust, dirt, grease, machinery with moving parts, irritating chemicals, and cold or inclement weather. The work requires the use of masks, goggles, and gloves.

**SUPERVISORY AND MANAGEMENT RESPONSIBILITY:** None.

**SPECIAL CERTIFICATIONS AND LICENSES:** Possession of a valid State of Georgia driver's license (Class C) and a satisfactory Motor Vehicle Record (MVR) in compliance with County Safety and Loss Control Guidelines. Completion of the State of Georgia Department of Transportation Defensive Driving Course and/or Emergency Vehicle Operation Certification within twelve (12) months of employment.

**ADA COMPLIANCE:** Fayette County is an Equal Opportunity Employer. ADA requires the County to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

**HIPAA COMPLIANCE:** The Health Insurance Portability and Accountability Act of 1996, as amended, requires employees to protect the security of Protected Health Information (PHI) however it is obtained, handled, learned, heard or viewed in the course of their work.

**DRUG AND ALCOHOL COMPLIANCE:** In accordance of Fayette County's Substance Abuse Policy of 1996, as amended, all job applicants offered employment will undergo testing for the presence of illegal drugs and alcohol as a condition of employment. In the course of employment, employees are subject to random, reasonable suspicion, post accident and routine fitness for duty testing for illegal drugs and alcohol abuse. Employees are prohibited to work under the influence, to possess, to distribute or to sell illegal drugs in the work place or abuse alcohol on the job. Confirmed positive is reason for denial of employment and/or termination.

#### MINIMUM QUALIFICATIONS

- o Ability to read, write, and perform mathematical calculations.
- o Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.
- o Possession of or ability to readily obtain a valid driver's licenses issued by the State of Georgia for the type of vehicle or equipment operated.