



## Water Plant Maintenance Worker

### Water System Maintenance

WSM/2-811

#### JOB SUMMARY

This position is responsible for the maintenance of the Fayette County Water System, including facilities, treatment production equipment, and other equipment.

#### MAJOR DUTIES

1. Maintains and repairs pumps and equipment.
2. Maintains dams; prepares dams for annual state inspections; repairs pipes; flushes wet well; cut trees and underbrush; checks gates, locks and fences, paints over graffiti, picks up garbage.
3. Maintains water plant sites, tank sites, pump station sites, and water system parks.
4. Monitors wetland sites; maintains roadways, signs, and gates associated with sites.
5. Performs electrical maintenance.
6. Operates fire hydrants for Water System flushing and pressure monitoring.
7. Troubleshoots electrical, hydraulic, and pneumatic control systems and equipment for repair or replacement.
8. Identifies repair needs; researches equipment; locates parts; tracks and reports purchase and submits reports for approval.
9. Tracks repairs, time, and material used during emergency repairs and preventive maintains.
10. Maintains and repairs elevated water towers electrical and lighting systems.
11. Operates and maintains large equipment.
12. Constructs, maintains and repairs facility gate operators, gates, and fences.
13. Reads large meters.
14. Repairs leaks.
15. Performs facility janitorial duties.
16. Maintains assigned tools, equipment and vehicles.
17. Provides 24 hour on call emergency duty.
18. Performs other related duties as assigned.

#### KNOWLEDGE REQUIRED BY THE POSITION

1. Knowledge of computers and job related software programs to include hand held devices.
2. Knowledge of the operating procedures of the county's water treatment plant.
3. Knowledge of grounds maintenance principles.
4. Knowledge of the maintenance and repair of mechanical equipment.
5. Knowledge of occupational hazards and safety precautions necessary for the safe operation of a water treatment plant.
6. Knowledge of fence construction and repair principles.
7. Knowledge of chemical application in the water treatment process.
8. Knowledge of basic arithmetic.
9. Knowledge of electrical, mechanical, hydraulic, and pneumatic equipment maintenance.
10. Skill in the use of the Computerized Maintenance Management System.
11. Skill in the use of hand and power tools.
12. Skill in the use of a variety of grounds maintenance tools and equipment.
13. Skill in the maintenance and repair of water treatment plant equipment.
14. Skill in planning and meeting deadlines.

#### SUPERVISORY CONTROLS

The Water System Maintenance Manager 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 county policies and procedures, the employee safety and loss control manual, safety regulations, county purchasing rules, water system standard operating procedures, state and federal drinking water regulations, and federal chlorine risk management regulations. These guidelines are generally clear and specific, but may require some interpretation in application.

## **COMPLEXITY/SCOPE OF WORK**

- The work consists of related maintenance duties. Mechanical, electrical, and pneumatic failures, the need to work at elevated heights, and the need to work in inclement weather and in other unsafe environmental conditions contribute to the complexity of the position.
- The purpose of this position is to repair and maintain water treatment plant equipment, other water system assets, water system grounds, etc. Success in this position contributes to the efficiency of water system operations and ensures compliance with state regulations.

## **CONTACTS**

- Contacts are typically with co-workers, State or Federal Agents, vendors, and members of the general public.
- Contacts are typically to give or exchange information; resolve problems; and provide services.

## **PHYSICAL DEMANDS/ WORK ENVIRONMENT**

- The work is performed while intermittently sitting, standing, stooping, bending, crouching, or walking. The employee occasionally lifts light and heavy objects, climbs ladders, uses tools or equipment requiring a high degree of dexterity, and distinguishes between shades of color, and utilizes the sense of smell.
- The work is typically performed in a water treatment plant, at pump stations, on elevated tanks, and outdoors. The employee may be exposed to machinery with moving parts, contagious or infectious diseases, or irritating chemicals, dust, dirt, grease, 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**

- Knowledge and level of competency commonly associated with completion of specialized training in the field of work, in addition to basic skills typically associated with a high school education.
- 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.
- Possession of a State of Georgia issued valid Class III Water Plant Operator License within one year of being hired or promoted into this position.
- 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.