

City of Commerce, GA

JOB DESCRIPTION

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

Water & Sewer Maintenance Technician II

Department: Water/Sewer

Pay Grade: 105

FLSA Status: Non-Exempt

JOB SUMMARY

This position is responsible for performing semi-skilled and skilled maintenance duties in support of the City's water distribution and sewer system.

ESSENTIAL JOB FUNCTIONS

- Assists in maintaining sewer pump stations.
- Assists with inventory control as well as supplies and materials ordering activities.
- Assists with locating water mains, sewer lines, and other utilities.
- Cleans and clears clogged sewer service lines and mains.
- Completes meter change out and new service forms; performs new water/sewer service connections for residential and commercial customers.
- Lead and participate in the tapping of pipelines and installation or repair of valves, hydrants, meters, and pipes of all sizes, which may or may not be under pressure.
- Leads and participates in operating the roving sewer camera to locate leaks and obstructions in sewer lines.
- Locate leaks and make repairs by installing clamps or saddles; makes replacements as necessary.
- Maintains buildings and equipment used by the department.
- Maps water valves, manholes, and fire hydrants.
- Measures, cuts, threads and fits pipes.
- Operates a variety of equipment and hand tools such as a backhoe, boring equipment, trencher, sewer machine, jack hammer, tapping machine, mower, tamping machine, shovel, pickax, truck, and other related tools and equipment in the performance of duties.
- Performs routine maintenance of equipment, including washing, checking fluid levels, and lubricating; performs minor equipment repairs.
- Responds to water/sewer service and emergency calls.
- Services fire hydrant maintenance and meter.
- Supervises, leads, and participates in excavation and backfilling work, in digging operations, and ensures that proper safety procedures are followed.
- Performs other related duties as assigned.

QUALIFICATIONS

Minimum Education and Experience:

High School diploma or equivalent and two (2) year of related experience, or equivalent combination of education and experience.

Required Licenses or Certifications:

Possession of or ability to readily obtain a Commercial Driver's License (CDL) Class B issued by the State of Georgia for the type of vehicle or equipment operated. If applicant does not currently have a CDL, the applicant must be able to pass all sections of the written test and have the temporary licenses in their possession in the first ninety (90) days of employment.

Additional Requirements:

None

Knowledge, Skills and Abilities:

- Knowledge of the standard materials, tools, equipment, methods and terminology used in the operation of a municipal water distribution and wastewater system.
- Knowledge of safety procedures pertaining to water and sewer distribution systems maintenance.
- Knowledge of meters, valves, taps, sewer pump stations, and elevated water tank operations.
- Ability to perform skilled construction and repair work ordinarily required in the operation of a water distribution and wastewater system.
- Ability to understand and carry out oral and written directions.
- Ability to provide work direction and training to subordinate staff.
- Ability to read, write and perform basic mathematical calculations.

PHYSICAL DEMANDS

Must handle continuous outdoor activity, frequent standing, sitting, walking, squatting, bending, twisting upper body, climbing, exposure to extreme heat, cold, noise, mechanical hazards, fume/odor hazards, toxic waste/material hazards. Must be able to work in confined spaces. Walk and work on slippery and uneven surfaces. Manual dexterity sufficient to grasp, hold objects and tools with full range of motion in wrists and arms. Hearing sufficient to understand conversations, both in person and on the telephone. Must be able to climb ladders, crawl across pipelines, lift or carry 50 pounds while climbing ladder or steep banks. Occasionally will be required to lift manhole covers weighing in excess of 50 pounds several times a day.

WORK ENVIRONMENT

Work is typically performed outdoors, where the employee may be exposed to dust, dirt, grease, machinery with moving parts, contagious or infectious diseases, irritating chemicals, and occasional inclement weather. The work requires the use of safety devices such as masks, goggles, or gloves.

The City of Commerce has the right to revise this job description at any time. This description does not represent in any way a contract of employment.

Employee Signature

Date

Supervisor (or HR) Signature

Date