

## **PSA WASTEWATER SERVICE TECHNICIAN**

Pulaski County Public Service Authority

**Department:** Water/Wastewater

**Supervision Exercised:** None

**Supervision Received:** Utility Maintenance Supervisor

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

**REQUIRED TESTING/SCREENING, LICENSES, AND CERTIFICATIONS:** Drug & Alcohol Testing, Background Screening, current driver's license & Driving Record Required.

**Alternate Essential Employee:** Yes, please see Pulaski County Personnel Policy

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

**ESSENTIAL FUNCTIONS:** Maintaining and repairing water and sewer collection systems to ensure safe and reliable utility service. Duties include installing, inspecting and repairing water and sewer lines, mains, manholes, hydrants, valves, meters, equipment and related infrastructure; monitoring sewer flows and testing flow rates and line pressure; responding to emergency utility situations such as water breaks, blocked sewer lines and high water alarms while performing on-call requirements; operating power tools, various lawn equipment, vehicles and maintenance equipment. This role also requires performing physical labor in outdoor environments and varying terrain while following all safety and regulatory requirements. Regular attendance, timely emergency response, effective communication, and the ability to perform duties independently and as part of a team. Physical presence on the job is required as essential functions and responsibilities are not suited to remote work.

**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. 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
- Installation, maintenance and repair of water and sewer lines and appurtenances
- Inspection and repair of water and sewer mains, manholes and outfall lines
- Repair of water line leaks and replacement of old lines
- Making water and sewer taps

- Installing and repairing fire hydrants, meters and valves
- Performs inspections of the sewer collection system
- Test flow meter rates and pressure on lines
- Cuts asphalt, makes patches and backfills pavement
- Requires use and operation of power tools including jackhammers, cut off saws, pipe cutters, lawn mowers, weed eaters and non-powered hand tools
- Monitoring sewer flows
- Repair and maintenance to flow meters
- Responds to emergency calls such as power failures, high water alarms, blocked sewer lines, water breaks, and other emergency sewer, water, and utility situations
- Services and performs minor repairs on automotive and other equipment
- Participates in on-call services on a rotating on-call schedule

**KNOWLEDGE, SKILLS AND ABILITIES:**

- Knowledge of utility maintenance, repair and construction practices
- Mechanical aptitude
- Ability and judgment to safely operate equipment and vehicles
- Knowledge of safety awareness
- Ability to make minor repairs and adjustments to equipment
- Knowledge of the occupational hazards involved and the safety precautions required for maintenance, repair and construction of utility services

**ADA REQUIREMENTS:** Physical ability to ascend and descend in and out of ditches, ladders, traverse over equipment and pump stations, and similar types of excavations and/or structures; Physical ability to provide manual labor for the work day; Ability to move 50 pounds; Ability to traverse on varying terrain encountered in utility locations; Ability to work outdoors under varying weather conditions.

**EDUCATION AND EXPERIENCE:**

- A high school education or equivalent
- Basic math and mechanical aptitude
- Construction, landscaping, plumbing, public works or equipment operation experience preferred
- Experience in the maintenance, repair and construction of water and sewerage facilities preferred
- Experience may substitute for a portion of the requirement of a high school education

**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 as requested by the supervisor
- 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 supervisor or County Administrator. Pulaski County Administration 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.

Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this job.

*Check the appropriate box, fill in the needed accommodations, if required, then sign and date.*

- I have read and understand this job description and acknowledge that I am able to complete the essential functions required of this job without accommodation.
- I have read and understand this job description and acknowledge that I am able to complete the essential functions required of this job with accommodation(s).

Please list the accommodation(s) needed to fulfill the essential functions of this job description:

---

---

---

Employee Name: \_\_\_\_\_  
(Please print)

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date