

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

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.

ESSENTIAL FUNCTIONS: Performs routine, semi-skilled and technical work in the installation, maintenance and repair of utility systems to ensure good water quality. Must be able to respond to emergency calls and other emergency situations. Physical presence on the job is required

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, and other emergency sewer, water, and utility situations

- 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, and other areas. In places where inspection cannot 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
- 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
- Knowledge of the occupational hazards involved and the safety precautions required for maintenance, repair and construction of utility services
- License and ability to drive truck with trailer and equipment

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 on a continuous basis and 80 pounds on a daily basis; 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
- 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 with a driving record that demonstrates good judgement
- Voluntarily obtain any available registration
- 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," which should be completed within 18 months to fulfill pay range requirements

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 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