

CITY OF SALEM
WATER MAINTENANCE OPERATOR II

00512

NATURE OF WORK

This is skilled maintenance and equipment operation work in the areas of water distribution systems or other related City facilities involving installations, maintenance, repair, and construction activities.

Work can include maintenance duties related to installation of water services, mains, hydrants, and related system appurtenances. The work may involve installations, maintenance, repair, construction activities, and some occasional lead responsibilities.

Work involves responsibility for one or more areas of assignment:

1. Skilled crew member or individually performs skilled work in one or a variety of areas of maintenance, repair, and construction of water mains, services, leak repairs, line relocations, service vaults, installations or adjustments. Assists in installing improvements, maintaining existing facilities, repairing a variety of right-of-way improvements. Transports materials, and operates construction equipment as necessary. May also perform skilled work to accomplish specialized assignments with considerable independence such as assisting in the identification of service line maintenance needs.
2. As a skilled equipment operator routinely operates small and medium construction equipment such as dump trucks, truck/trailer combinations, bobcats, loaders, forklifts, hydrohammers, trenchers, flusher trucks, backhoes, rollers, crane trucks, bucket or crane trucks, specific equipment unique to the area of work assigned and other tools and equipment such as compressors, generators, jackhammers, pressure cleaners, chippers, etc. connected with work assignments. Occasionally (less than one work day assignment at a time), operates other heavy construction equipment such as, caterpillars, tractored crane trucks, trackhoes, etc.
3. Acts as a crew leader for less than an eight (8) hour work shift on routine assignments that are normally assigned to an MSW such as valve surveys and exercising, line locations, line flushing, water sampling, main repair, hydrant repair, service installation, etc. Lead work for routine assignments includes planning daily work assignments, estimating time and materials for projects, ensuring proper tools, equipment and supplies are available for assignments, ensuring work is performed with all safety precautions and to standards, resolving on-site problems, and ensuring work location is left clean and safe and proper documentation is completed. May

also provide crew leadership when doing minor lead work that does not normally require an MSW. This would normally be only a two person crew and would be closely supervised. An example would be yard clean-up or other task that requires more than normal physical labor.

4. Requires a combination of the duties listed in 1, 2 or 3 above requiring initiative on the part of the incumbent to perform responsibilities with minimal supervision after an initial training period. Where work is more routine, there is a greater consequence in the independent performance of those duties such as valve surveys. Work conditions, occupational hazards, and degree and type of supervision received vary with the location and nature of the assignment.

This is not a full supervisory position, but an incumbent in this classification would be expected to provide work direction for less than eight (8) hours per work shift to seasonal and career employees involved in routine assignments and train new crew members on the Water Division and City work procedures and processes. Work is subject to review by an operational supervisor for compliance with standing procedures, specifications, and work orders.

Work of this class is distinguished from Public Works Maintenance Operator I by the degree of skill required, its complexity or consequence, and includes considerable latitude in selecting work methods and procedures with the authority to act as lead worker for less than an eight (8) hour shift over a routine work assignment and requires the technical knowledge needed to proficiently operate a variety of medium construction equipment in the course of performing the assignments. This class is distinguished from the Water Maintenance Service Worker by the absence of ongoing responsibility to direct a crew and be responsible on an ongoing basis for the accomplishments of the crew.

ILLUSTRATIVE EXAMPLES OF WORK

(Any single position of a class will not usually involve all of the essential duties listed, and many positions will involve essential duties which are not listed.)

Individually, or as a member of a crew, performs skilled work in the maintenance, repair and construction of water service lines, hydrants, mains, tanks, reservoirs, and related water appurtenances. As a member of a crew or individually, participates in the repair, and construction of service lines, mains and hydrants, and related facilities. Takes samples of drinking water, performs valve surveys and exercising, and line flushing.

Performs skilled work hot tapping water lines for new service installations, installing service vaults, hydrants, mains, etc. Assists in the realignment or relocation of services and mains.

Participates as a skilled crew member, operating a variety of construction equipment. Operates and is responsible for the maintenance of backhoes, hydrohammers, trenchers, bobcats, front-end loaders, 4 and 10 yard dump trucks, jackhammers, cutoff and concrete saws, etc. Performs minor maintenance and limited repairs on the equipment in the field; participates with journey mechanics in completing major equipment repairs.

Provides lead direction of maintenance, inspection, and repair activities such as line flushing, water sampling, line locations, valve survey and exercising, installation of service taps and lines, leak repairs, and installation of meters; participates in the work and oversees others in the completion of work. Reviews proposed assignments and estimates time and materials needed to perform work as needed. Prepares or reviews for accuracy information concerning time, materials, and personnel time records, updates maps and computer data bases as needed.

Performs specialized assignments with some independence such as inspecting records to determine line deteriorations. Interprets maps, diagrams, written instructions and specifications in completing work assignments. Retrieves information from data bases, written records and maps to determine condition or location of facilities.

Performs other related work as assigned.

WORK QUALIFICATIONS

High school graduation or GED and two years of experience.

Considerable experience in maintenance, repair, and construction of public improvements such as water systems or related utility services, including experience in the operation of a variety of construction equipment, or any equivalent combination of experience and training which provides the following knowledge, skills, and abilities:

Considerable knowledge of the appropriate materials, methods, procedures, tools, and equipment appropriate to the operational area or specialty to which assigned.

Considerable knowledge of equipment operation related to water systems maintenance work.

Considerable knowledge of the component parts and operating principles of construction equipment, its routine servicing and maintenance.

Knowledge of the geography and physical layout of the City of Salem.

Knowledge of the traffic laws of the State of Oregon.

Knowledge of the occupational hazards and the safety precautions necessary in equipment operation and work assignment, in traffic control signing and flagging, and confined space entry procedures.

Skill in the operation of moderately complex construction and transportation equipment.

Ability to service various types of equipment and to make minor running repairs upon them.

Ability to perform a variety of assigned semi-skilled to skilled duties and change from one project to another without loss of efficiency or quality.

Ability to make material and personnel estimates, interpret plans and specifications, keep records, and make reports.

Ability to direct the work of other employees.

Some positions may require possession of a valid Oregon Class A commercial license with appropriate endorsements and the ability to meet City driving standards or the ability to move personnel and equipment efficiently from one location to another as required.

Work is generally performed in a field setting in all types of weather and field conditions from urban high traffic areas to open fields, often involving work at heights or subterranean locations. The nature of the work often requires availability to respond during off-duty hours, in the evenings or on weekends. Work frequently involves moving from one physical location to another and performing physical task requiring bending, stooping, and moving equipment and tools, with agility sufficient to perform maintenance, repair, or construction tasks under varying weather conditions and in confined spaces. Work involves exposure with safety precautions to sewage,

dust, dirt, solvents, cleaners, lubricants and other chemicals related to work assignment area. Work may require the use of modern office equipment such as a personal computer.

Position may require availability for standby duty during non-work hours.

Personnel Director

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