

CITY OF SALEM
WATER MAINTENANCE SERVICE WORKER

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NATURE OF WORK

This is skilled lead work in one or more areas in water distribution, reservoir, wells and tanks and related systems and City facilities involving installations, maintenance, repair, and construction activities or coordination of a service related to one or more areas listed below.

Work involves responsibility for the use of equipment, vehicles, and hand tools in the construction and maintenance of water lines, wells, tanks, service connections, vaults, and other right of way utility maintenance. Work involves a variety of operations and is performed under various weather conditions. Employees of this class receive oral and written assignments from a supervisor. Daily work assignments are then organized for completion, materials and equipment obtained, and work is monitored for appropriateness and quality, resolving problems as they occur at the field site, and completing documentation necessary to assignments. Work is periodically inspected for compliance with designated standards. This is not a full supervisory classification, but crew leadership is an ongoing responsibility of this classification.

The work of this classification is distinguished from that of a Water Maintenance Operator II by the ongoing responsibility to direct the activities of a small crew in completing routine Public Works maintenance projects or more complex projects of a limited duration. The work of this classification is distinguished from that of a Water Project Leader by the absence of ongoing responsibility of managing large scale projects or projects of a small to medium scale occurring simultaneously at several locations throughout the city involving greater skills, complexity, and consequence.

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.)

Directs a small skilled crew in the routine maintenance, repair, and construction of water lines, mains and services. Taps water mains for new services, relocates water mains and appurtenances, and identifies and repairs leaks in service lines and hydrants. Realigns mains and service lines. Installs a variety of vaults and performs other related services. Determines schedule of fire hydrant maintenance, well maintenance, and water reservoir cleaning and maintenance.

Plans materials, supplies, equipment and personnel needed to complete assignments. Monitors progress of work at site and resolves field problems as they occur. Interprets maps, diagrams, written instructions, and specifications in completing work assignments.

Prepares or reviews for accuracy information concerning time, materials, and personnel time records. Updates maps and computer data bases as needed. Retrieves information from computer records and other files to determine condition or location of facilities.

Performs related work as required.

Some positions within classification may be required to operate the following equipment:

Note: Equipment listed is an example only. It is not meant to be an exhaustive list of every kind of equipment operated by this classification.

Operates dump trucks, truck/trailer combinations, bobcats, loaders, forklifts, small street sweepers, flusher trucks, backhoes, specific equipment unique to the area of work assigned and other tools and equipment such as compressors, generators, pumps, cement saws, jackhammers, pressure cleaners, chippers, etc. connected with work assignments. Occasionally, operates other construction equipment such as bucket or crane trucks and large street sweepers, etc. Infrequently operates graders, caterpillars, tracted crane trucks, etc. Performs other related work as required.

WORK QUALIFICATIONS

High school graduation or GED and three years experience involving the construction, installation, maintenance, and repair of public improvements such as water distribution systems or related utility services including some lead responsibilities 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.

Knowledge of the occupational hazards involved and the safety precautions necessary in area of work assignment and of traffic control signing and flagging.

Skill in the performance of a variety of maintenance tasks related to water distribution systems.

Skill in the operation of a variety of equipment and machines used in the work.

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

Ability to plan and organize work and direct the work of others.

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

Positions require possession of a valid Oregon Class A commercial driver's 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.

Some positions may require other occupational related licenses or certificates mandated by State or Federal regulations. A State Water Distribution Operator II certificate is desirable.

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 tasks requiring bending, stooping, 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 requires availability for standby duty during non-work hours.

Personnel Director