



# Water Service Worker

## Water Distribution/Water Collection

### JOB SUMMARY

Participates in the construction, repair and maintenance of the city's water distribution and wastewater collection systems by locating and repairing water leads and main breaks.

### MAJOR DUTIES

- Assists in locating and repair water leaks and main breaks; flushes water lines; checks water pressure.
- Locates and repairs sewer lines.
- Assists in jetting sewer lines; assists with root removal.
- Assists in the operation of remote viewing equipment.
- Installs and replaces water meters.
- Initiates and terminates water services.
- Investigates and resolves customer complaints; investigates high water bills.
- Operates a variety of tools and equipment as needed.
- Sets up safe work sites; flags traffic as needed.
- Assists in the maintenance of equipment and tools.
- Assists with excavation projects; participates in the repair of excavation sites.
- Maintains assigned tools and equipment.
- Responds to after-hours emergencies.
- Performs related duties.

### KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of the tools, equipment, materials, and procedures used in the installation, repair, and maintenance of water and wastewater systems.
- Knowledge of city and departmental policies and procedures.
- Skill in the use of a variety of job-related equipment and tools.
- Skill in the location of underground utilities.
- Skill in the analysis of problems and the development and implementation of solutions.

### SUPERVISORY CONTROLS

The Crewleader assigns work in terms of somewhat general instructions. The supervisor spot-checks work for compliance with instructions and established procedures, accuracy, and the nature and propriety of the final results.

### GUIDELINES

Guidelines include city and department policies and procedures, safe work practices, and traffic laws. These guidelines are generally clear and specific, but may require some interpretation in application.

### COMPLEXITY/SCOPE OF WORK

- The work consists of related construction maintenance duties. Inclement weather, heavy traffic and difficult field conditions contribute to the complexity of the position.
- The purpose of this position is to assist in the construction, maintenance and repair of the city's water distribution and wastewater collection system. Success in this position contributes to the efficiency and effectiveness of those operations.

## **CONTACTS**

- Contacts are typically with co-workers, other city employees, contractors, vendors, customers, and members of the general public.
- Contacts are typically to provide services, to give or exchange information, or to resolve problems.

## **PHYSICAL DEMANDS/ WORK ENVIRONMENT**

- The work is typically performed while intermittently sitting, standing, walking, bending, crouching or stooping. The employee occasionally lifts light and heavy objects, uses tools or equipment requiring a high degree of dexterity, and utilizes the sense of smell.
- The work is typically performed outdoors, in cold, hot or inclement weather. The employee may be exposed to noise, machinery with moving parts, contagious or infectious diseases, or irritating chemicals. Work requires the use of protective devices such as masks, goggles, gloves, etc.

## **SUPERVISORY AND MANAGEMENT RESPONSIBILITY**

None.

## **MINIMUM QUALIFICATIONS**

- High School Diploma or GED.
- There are no experience requirements for the position.
- Must be able to work outside in all weather conditions performing manual labor.
- Must have a valid driver's license with a good driving record.

**THE CITY OF GRIFFIN IS AN EQUAL OPPORTUNITY EMPLOYER**