

DEPARTMENT: ALL APPLICABLE
CLASSIFICATION: NON-COMPETITIVE
APPROVED: APRIL 7, 2010

WATER MAINTENANCE PERSON

DISTINGUISHING FEATURES OF THE CLASS: Performs semi-skilled plumbing and related work in the maintenance, repair and extension of a municipal water distribution system. An employee in this class performs manual tasks in the efficient accomplishment of semi-skilled plumbing work on a municipal water distribution system. Incumbents may be required to perform routine clerical tasks as assigned. The work is performed under general supervision. Supervision is not a normal function of the job; however, in an emergency the incumbent may be assigned to direct subordinates. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Maintains, repairs and replaces water lines, and may operate excavation equipment such as a back hoe and trenching equipment;
2. Makes taps on water mains and installs service for customers;
3. Drives light motor equipment to and from job; sets fire hydrants and replaces valves and fittings; may supervise laborers in the performance of the work;
4. May install and repair water meters and investigate complaints;
5. Reads meters, recording instruments and gauges.
6. Performs related and incidental manual labor such as minor landscaping on repair and extension sites;
7. Checks booster pumping stations for proper operation;
8. Performs maintenance work on department assigned motor vehicles and equipment and grounds;
9. Maintains tools and supplies;
10. May transport heavy duty construction and maintenance equipment to a job site using a dump truck and trailer with a combined weight over 26,000 GVWR when assigned.

WHEN ASSIGNED IN TOWNS AND VILLAGES:

1. Performs various routine tasks related to public works activities;
2. Assists in removal of snow, refuse and garbage, and sanding of streets;
3. May compute and issue water bills.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of the common practices, tools, motorized equipment and terminology involved in the maintenance, extension and repair of a water distribution systems; skill in repair of small parts mechanisms; skill in the operation and maintenance of pumps; ability to understand and carry out simple oral and written instructions; ability to perform heavy labor for extended periods during emergencies; ability to perform simple clerical and account-keeping duties; industry and dependability; good physical condition.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma **and** one (1) year of experience in the construction, maintenance or service phases of a water or related distribution system.

SPECIAL REQUIREMENTS:

1. In order to receive a temporary, provisional, or permanent appointment, all candidates must undergo and pass a physical/fit test required under 29 CFR 1910 of the Occupational Safety and Health Administration Labor Code of Federal Regulations.
2. Possession of a valid New York State Motor Vehicle license to operate vehicles used in this position or an administrative letter indicating the position does not need the special requirement. A New York State Class A - CDL license is required for appointment in the Niagara County Water District.
3. For appointment in Niagara County Water District positions, candidates must be residents of the Niagara County Water District for at least one (1) month prior to appointment.

NOTE FOR TOWN OF SOMERSET:

One (1) year of college equates to six (6) months of the required experience.