

JOB TITLE: UTILITY MAINTENANCE WORKER I

ACCOUNTABILITY: Under the direction of the W/WWTW Superintendent or Facilities Maintenance Supervisor.

NATURE OF WORK: This is skilled service work in the repair and maintenance of diversified Water/Wastewater equipment and infrastructure. Work involves assisting in the repair, maintenance and servicing of a wide variety of both conventional and specialized electrical and/or mechanical equipment. An employee in this class assists in the repair, service or maintenance work, and any final tests or checks to determine that the work has been completed satisfactorily. Periodic assignments may require actual operation of treatment processes as a requisite for completing maintenance activities or during emergency situations. General supervision is received from a technical superior, and work is reviewed in progress and on completion.

EXAMPLES OF WORK PERFORMED: Assists in the overall maintenance operations of the Municipal Swimming pool, including startup and shut down, general maintenance, and final winterization efforts. Monitors and flushes fire hydrants, exercises distribution valves, checks on contractors and documents new service installations on maps. Answers customer calls for locates. Performs maintenance on the collection system by Jet Cleaning Sewer mains and checks and maintains manholes. Assists in the repair of service main breaks, major outages and malfunctioning equipment. Assists in the operations of the Wells and Water Tower buildings and land, including housekeeping and general maintenance. Assists in clean-up of general maintenance work areas and areas where repair and maintenance tasks have occurred. Taps mains with the use of a tapping machine, inspects taps for leaks, and takes measurements which become public record; inspects laying of pipe from street to house for infringement of City code. Responds to emergency service calls; investigates customer service complaints and corrects problems if possible. Inspects plumbers work and works closely with them in tracing of mains and services. Collects water samples throughout city for contamination tests. Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS: Thorough knowledge of the municipal water main network and ability to locate mains, pipes and meters. Thorough knowledge of meter requirements, City water ordinances and departmental policies affecting the public. Ability to keep accurate records, make mathematical computations and check figures rapidly and accurately. Ability to establish and maintain effective relationships with private contractors, water system customers, other City department and the general public. Skill in the use of specialized equipment such as tapping machines, pipe locators, portable pump and common tools which are necessary in making minor plumbing and mechanical repairs and installations.

DESIRABLE TRAINING AND EXPERIENCE: Graduation from a senior high school or equivalent plus considerable experience in the inspection and repair of water meters, water services and backflow prevention. Experience operating Mechanical and Heavy Equipment.

MINIMUM QUALIFICATIONS: Graduation from a senior high school or equivalent and some experience in a water or wastewater operation or any equivalent combination of training and experience which provides the desirable skill, knowledge, and abilities.

NECESSARY SPECIAL REQUIREMENTS: Possession of a valid Nebraska driver's license and CDL License is necessary for the satisfactory performance of assigned duties. Ability to obtain Water Operator IV certification with six months of hiring date.

PHYSICAL REQUIREMENTS: Ability to work in inclement weather conditions; ability to lift up to 50 lbs.; ability to operate hand and power tools;

ability to work in confined areas and near bodies of water; ability to climb ladders; ability to lift, carry, push and pull heavy equipment and tools.
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