

POSITION TITLE: SERVICE WORKER I
 DEPARTMENT: SERVICE
 DIVISION: WATER (DISTRIBUTION)
 STATUS: NON-EXEMPT



Position Description

REPORTING RELATIONSHIPS

POSITION REPORTS TO Water Distribution Manager		DIRECT REPORTS BY TITLE
DIRECT 0	INDIRECT 0	N/A

POSITION FUNCTION

Performs work and operates equipment in the construction, operation, repair, maintenance, and replacement of the City's water distribution system.

JOB RESPONSIBILITIES: ESSENTIAL FUNCTIONS

Makes water service and maintenance taps, locates and repairs leaks, cuts concrete and lines, and thaws frozen lines.

Operates a variety of power construction and maintenance equipment.

Ensures proper maintenance of equipment and tools by cleaning and checking equipment and tools after use.

Performs routine inspection and preventive maintenance on assigned equipment and refers defects or needed repairs to supervisor.

Repairs fire hydrants.

Assists with traffic control.

Works outside normal business hours occasionally including nights, weekends, and holidays.

Performs other related duties as assigned.

PHYSICAL REQUIREMENTS

Employee is regularly required to walk, sit, see, use hands, reach with hands and arms, stoop, kneel, crouch, crawl, speak, hear and lift/move up to 100 pounds. Ability to work in all weather conditions.

REQUIRED SKILL SETS

OCCUPATIONAL / TECHNICAL SKILL SET

Knowledge of equipment, facilities, materials, methods and procedures used in maintenance, construction and repair activities.

Knowledge of safety practices and procedures.

Knowledge of light equipment operation.

Ability to perform heavy manual tasks for extended periods of time.

ADMINISTRATIVE SKILL SET

Ability to handle multiple priorities and projects.

COGNITIVE SKILL SET

Ability to apply logical thinking to solve practical problems.

Ability to read and interpret documents such as safety rules, operations and maintenance instructions, and procedure manuals.

Ability to interpret a variety of instructions in written, oral, diagram or schedule form.

COMMUNICATIONS SKILL SET

Ability to communicate clearly and effectively, both orally and in writing.

INTERPERSONAL SKILL SET

Ability to establish and maintain effective working relationships with various individuals or groups.

Ability to deal courteously and diplomatically with the general public.

DESCRIPTION OF WORKING CONDITIONS

Employee must work in a variety of weather conditions and occasionally works underground, in pits, from scaffolding, in high, precarious places and is exposed to fumes and airborne particles, working with a variety of pipe materials.

EXPERIENCE, EDUCATION, AND LICENSING REQUIREMENTS

High school diploma or equivalent; 1-3 years of related experience; Class A CDL with air brakes endorsement preferred; or any combination of education, training, and work experience which provides the required skill sets to perform the essential functions of the job.

LAST REVISED

09/14/2021

CONTENT APPROVED BY

HR Manager

APPROVAL DATE

09/14/2021