

Job Description

Water Systems Maintenance Worker

40 Hours | POS #100007460

Direct Report	Foreperson	Grade	Gr-B \$18.49hr - \$25.84hr
Department	Public Infrastructure	FLSA	Non-Exempt
Division	Wastewater	Bargaining Unit	Union
Date	July 2024	Location	1105 Shawmut Avenue

Homeland Security Emergency Status: Essential

Safety Classification: Safety Position

Summary

This position repairs, installs and maintains various water mains, valves and meters associated with the water treatment and distribution system of the City.

Supervisory Responsibilities

Supervision Scope: Supervisors are responsible for signing performance reviews.

Supervision Received: This position receives general direction and supervision from the Foreperson and/or designee.

Supervision Given: This position has no formal supervisory responsibilities.

Essential Function

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Repairs, replaces, installs, and maintains various water meters, hydrants and gate valves used in the operation of the water treatment and distribution systems.
2. Operates all types of power tools, hand tools and vehicles used in water pipe and valve installation, maintenance, and repair activities.
3. Maintains equipment being used by checking and changing all fluids and batteries when necessary.
4. Maintains equipment used for tapping water lines.
5. Maintains equipment used for repair and maintenance of the city's sewer and stormwater system.
6. Assists with maintenance and cleaning of wastewater infrastructure.
7. Checks batteries and tires, changes filter and assists with mechanical repairs.
8. Repairs hydrants and gate valves and performs service shutoffs.
9. Locates water line leaks and repairs leaks in the water system.
10. Keeps equipment clean at all times.
11. Assists with general grass cutting and landscaping of city assets as needed.
12. Assists in snow and ice removal operations.
13. Assists with general labor duties on any job site as required.
14. Provides effective and efficient customer service and promotes and maintains responsive community and working relations.
15. Performs related duties as assigned.

This position is deemed essential personnel and must report to work during emergency situations.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between

Job Description

the City of New Bedford and employee and is subject to change by the City as the needs of the City and requirements of the job change.

Competencies

Thoroughness and Attention to detail	Team Player
Organizational Skills	Multitasking
Customer Service	

Minimum Qualifications

Education and Experience

- Graduation from high school or GED equivalent.
- One to three years of experience in water line locating, tapping, and repairing.
- Any equivalent combination of training and experience.

Required Skills and Abilities

- Materials, methods, practices, techniques, and equipment used in water line installation, testing and repair.
- Operation of tapping machines used to tap water lines.
- Locating water line leaks and making necessary repairs.
- Occupational hazards, and the proper safety methods and procedures used to avoid or minimize risks.
- Read service cards, gate and hydrant location drawings and utility drawings.
- Understand and carry out instructions
- Work independently and multi-task.
- Perform light and heavy physical tasks under varying weather conditions, and to work in confined spaces.
- Establish and maintain effective working relationships with supervisors, coworkers, and the general public.
- Locating water lines leaks and repairing leaks or failing parts of the water system.
- Tapping water lines in size of 4" to 48".
- Operation of gate valves.
- Ability to assess potential blockages in the sewer or storm water system.

Special Requirements

- Subject to Mandatory CORI (Criminal Offender Record Investigation)
- Possession of a valid Massachusetts driver's license and good driving record. Operates a motor vehicle on a regular basis.

Job Description

Work Environment

The **Water Systems Maintenance Worker** makes constant contact with other staff, members of the public and City departments. This requires excellent customer service skills. The **Water Systems Maintenance Worker** is expected to operate in an environment where errors can be costly with regard to efficiency of the operation. Works in environments that at times can be unpleasant, such as wet wells and other confined spaces. Could be assigned to various divisions within the Department of Public Infrastructure and needed.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The work environment and exposures described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The **Water Systems Maintenance Worker** performs mostly outdoors; hand-eye coordination is necessary to operate tools, vehicles and various types of construction tools and equipment. Specific abilities required by this job include close visual concentration and the ability to adjust focus. While performing the duties of the job the **Water Systems Maintenance Worker** is frequently required to sit, stand, walk, talk, and hear; use hands and fingers to handle, feel or operate objects, tools, or controls and reach with hands and arms. The **Water Systems Maintenance Worker** is frequently required to climb, balance, stoop, kneel, crouch, or crawl. The employee is expected to adverse weather and other unexpected conditions, such as heat, cold, wetness and humidity; dim or bright lights, dust, odors, noise, vibrations, smoke, electrical currents, fumes, airborne particles, various risks, toxins, and hazardous waste associated with water line locating and repair. The **Water Systems Maintenance Worker** must frequently lift and/or move up to 50 pounds and occasionally in excess 100 pounds.

Work Hours

This is a full-time non-exempt position with a typical 40 hours per week with required availability for after normal hours of operation during emergencies and other departmental critical needs.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice as needed by the City of New Bedford within the scope of departmental needs. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment of the position.