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**WATER AND WASTEWATER TECHNICIAN**

**JOB SUMMARY:**

This position is responsible for directing and performing installation, repair, and maintenance work on water distribution and wastewater collection systems, under the leadership of the Superintendent or designee.

**MAJOR DUTIES:**

The following examples are illustrative of the duties assigned to positions of this class. No attempt is made to be exhaustive in this listing.

* Participates in the installation, maintenance, and repair of water and wastewater lines including the following:
* Installs and repairs fire hydrants and water meters.
* Locates water lines for crews and other utility companies
* Installs and repairs Water and Wastewater line taps.
* Repairs utility cuts necessitated by Water and Wastewater repairs.
* Pulls water meters; installs new water meters.
* Repairs cut or damaged Water and Wastewater lines; cleans drains; unstops sewer lines.
* Flushes water mains.
* Performs plumbing maintenance in all city-owned buildings.
* Locates leaks in water lines
* Responds to emergency service calls as required
* Performs grounds maintenance duties as needed
* Collects water samples for analysis by the state laboratory
* Maintains work area and assigned tools and equipment
* Gathers materials and supplies used in daily activities; maintains records of materials used.
* Checks wells and oil levels; adds chlorine and fluoride as needed.
* Operates light equipment and vehicles
* Performs other related duties as assigned.

**KNOWLEDGE OF:**

* Materials, methods, tools, and equipment used in maintenance and repair work of water distribution and wastewater collection systems.
* Applicable federal, state, and local laws, codes, and regulations governing water operations and environmental compliance.
* Safety precautions and occupational hazards in the use of equipment; safe work methods and practices.
* Mathematical and related techniques used to estimate material needs and their costs.

**ABILITY TO:**

* Inspect work for conformance with productivity, quality and safety standards.
* Ensure safety and professional work standards are met.
* Plan, organize, and prioritize tasks.
* Operate a computer and applicable software, including word processing and spreadsheet software.
* Interact and communicate effectively, both orally and in writing.
* Establish, maintain, and foster positive, harmonious and effective working relationships.
* Prepare and maintain accurate written reports and records.
* Obtain a basic working knowledge of computerized work order system, inventory control system and asset management.

**PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by any employee to successfully perform the essential functions of this job in compliance with the American with Disabilities Act (ADA) requirements. On a case-by-case basis, reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed outdoors with occasional office work. The inspections of various components used for maintaining or construction of the utilities distribution and facilities mentioned. Hand-eye coordination is necessary to operate various pieces of technical equipment used in the daily operation of the Utilities Distribution system and facilities.

While performing the duties of this job, the employee is occasionally required to stand; walk; use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to sit; climb or balance; stoop, bend, kneel, crouch, or crawl; talk or hear; and smell.

The employee will occasionally be required to lift up to 20 pounds and may need to carry for an approximate distance up to 50 feet.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

**TOOLS AND EQUIPMENT USED:**

Personal computer, including word processing, spreadsheet, database, and project scheduling, and familiar with work order software for system information database; motor vehicle; phone; cell phone; mobile radio.

**SUPERVISORY CONTROLS:**

Works under the direction of the Utilities Superintendent or his/her designee.

**SUPERVISORY AND MANAGEMENT RESPONSIBILITY:**

This position has no supervisory or management responsibilities.

**WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this position.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee occasionally works around moving mechanical parts, and in high, precarious places and is occasionally exposed to cold wet and/or hot humid conditions, fumes or airborne particles, toxic, or caustic chemicals, risk of electrical shock, vibration and wastewater. The noise level in the work environment is usually quiet to moderate.

**MINIMUM QUALIFICATIONS:**

*Any Combination of education and/or experience that provides the required knowledge, skills, and abilities to perform the essential functions of the position. A typical combination includes:*

* High school diploma or equivalent.

**EXPERIENCE:**

* Knowledge and level of competency commonly associated with the completion of specialized training in the occupational field, in addition to basic skills typically associated with a high school education.
* Experience sufficient to thoroughly understand the work of subordinate positions and to be able to answer questions and resolve problems, usually associated with one to three years’ experience or service.
* Possession of or ability to readily obtain a valid driver's license issued by the State of Georgia for the type of vehicle or equipment operated.
* Possession of or ability to readily obtain an appropriate state-certified license for water or wastewater treatment or distribution as appropriate.