

City of Webster

85 East Central Blvd.

Webster, FL 33597

(352) 793-2073



Position: Public Works Maintenance Technician I- Water

Job Characteristics

This position performs a variety of installation, maintenance, and repair duties primarily in the operation and maintenance of the City's water distribution system. The employee will also perform a variety of installation, maintenance and repair duties in the operation and maintenance of the city's wastewater collection system, parks, city buildings, right-of-ways and transportation system including streets, sidewalks, alleys, curbs, gutters, signs, and markings. This is an entry level position and employees in this classification gain abilities and skill primarily through on-the-job training.

Examples of Duties / Knowledge & Skills

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.

- Installs, repairs, locates and/or replaces water taps, water meters, meter boxes, lines, valves, backflow preventers, flow test hydrants, relief valves, manholes, laterals and related devices.
- Assists in conducting various repairs for collection and distribution systems of the City, such as leaks, main breaks, manholes, faulty valves, broken fire hydrants.
- Assists in the inspection and maintenance of the city's wastewater system; checks overall condition of pump station facilities and checks condition of electric pump motors, oil levels, batteries, back-up generator and diesel fuel tank levels; conditions of check valves; schedules routine maintenance of city's lift stations and wastewater system.
- Performs manual excavation duties such as digging tunnels, channels, and workspaces.
- Locates, inspects and cleans stormwater structures, catch basins, junction boxes, check valves, trench drains, manholes, culverts, grates, canals, ditches and swales; checks for leaking joints, cracks, and holes in pipes and drainage inlets; flushes lines in correcting water/wastewater stoppages and blockages in mains; checks water levels in pump station facilities; cleans floating debris in pump stations; checks for illegal connections and hazardous materials; installs and maintains check valves on lake/bay outfalls; and investigates sinkholes and repairs as necessary.
- Ensures the safe operating conditions on work sites by setting barricades, cones, and signs, and monitoring and directing traffic.
- Responds to drainage issues immediately following storm events, such as heavy rain events, tropical storms and hurricanes; un-clogs pipes and stormwater inlets; removes fallen trees, branches and debris from roadways and reports major situations back to Stormwater Operations Supervisor for attention.
- Restores/maintains work sites, by mowing, weed eating, resurfacing roadways, compacting fill, and performing sod, soil and plant restoration.
- Performs pre-inspection and post inspection on all vehicles, equipment, and/or machinery operated; maintains inspection log.

- Operates a variety of large and small equipment, power tools, hand tools, and supplies in order to complete work assignments; operates and maintains truck, tractors, mowers, weed eater, concrete saws, chain saws, sprayers, winch cranes, shovels, rakes, trowels, manual and skill saws, brooms, pipe cutters and other equipment as necessary.
- Observes safe and proper operating procedures when operating trucks, equipment, machinery, and/or tools, in accordance with established and prescribed standards.
- Performs routine cleaning and preventive maintenance of assigned trucks, equipment, machinery, and/or tools to maintain safe and proper operating condition.
- Paints identification marks on meter boxes, valve boxes, pipes, roads, and curbs.

Performance Aptitudes

- Data Utilization: Requires the ability to determine, calculate, tabulate, or summarize data/information. Includes performing subsequent actions in relation to these computational operations.
- Human Interaction: Requires the ability to exchange information for the purpose of clarifying details within well-established policies, procedures and standards.
- Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to start, stop, operate and monitor the functioning of equipment, machinery, tools, and/or materials used in performing essential functions.
- Verbal Aptitude: Requires the ability to utilize a wide variety of reference and descriptive data and information.
- Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication, and division. May include counting, recording of counts, and basic measuring.
- Functional Reasoning: Requires the ability to carry out instructions furnished in written, oral, or diagrammatic form. Involves semi-routine standardized work with some latitude for independent judgment concerning choices of action.
- Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving evaluation of information against measurable or verifiable criteria.

Minimum Education, Training and Experience:

- High school diploma or GED
- Two (2) years' experience in construction, plumbing, or vehicle/equipment operation;
- Any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this position.
- Must possess and maintain a valid Florida driver's license
- Physical Ability: Tasks require the ability to exert heavy physical effort in heavy work, with greater emphasis on climbing and balancing, but typically also involving some combination of stooping, kneeling, crouching, and crawling, and the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds); may occasionally involve heavier objects and materials (up to 100 pounds).
- Sensory Requirements: Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, odor, depth, texture, and visual cues or signals. Some tasks require the ability to communicate orally.
- Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, smoke, temperature and noise extremes, confined spaces, machinery, vibrations, electric currents, traffic hazards, bright/dim lights, pathogenic substances, or rude/irate customers.

Note:

Job descriptions are only intended to present a descriptive summary, or the range of duties and responsibilities associated with the position. Therefore, specifications **may not include all duties** performed by individuals within this classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the position.

The City of Webster, Florida is an Equal Opportunity Employer. In Compliance with the Americans with Disabilities Act, the City of Webster, Florida will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

“The City of Webster maintains and enforces a drug-free workplace program. As part of this program, applicants will be required to submit to a drug and/or alcohol screening test.”

This position reports to and is supervised by the Public Works Director.

Employee

Date

Supervisor/Department Head

Date