

Job Title:	Maintenance Worker	Position Type:	Full Time / Non-Exempt
Division:	Wastewater	Department:	Community Services

Description of Work

ROLE AND RESPONSIBILITIES

General Definition: Monitors, repairs, and maintains the City’s water system, and performs other duties as assigned by Water Superintendent and the Director of Community Services, or designee.

Supervision Received: Work is performed under the lead of the Wastewater Superintendent and general supervision of the Director of Community Services.

Supervision Exercised: None

Examples of Duties: Operates heavy equipment including front-end loader, backhoe, sewer rodder. Installs, checks, operates, and maintains sewer system. Operates small equipment including, but not limited to chain saw, jackhammer, shovel, and related power/hand tools. Cleans and maintains assigned vehicles, tools, and equipment. Checks, maintains, and repairs wastewater system lines, manholes, lift stations, and other related facilities. Maintains health related regulations involving sewer clean up. Ensures the continuous flow at sewer through the system. Makes sewer taps. Performs all duties required for water.

MINIMUM QUALIFICATIONS

Knowledge: Knowledge of basic wastewater systems and construction methods in addition to a wide variety of equipment used in the construction/repair of wastewater systems; knowledge of the methods and procedures in the use of concrete and asphalt; knowledge of basic safety standards; knowledge of Federal, State and Local laws relating to wastewater facilities. Knowledge of procedures and processes of water.

Skills: Skill in performing work requiring strength and agility in all weather conditions; skill in driving a light truck; skill in using hand tools to perform routine manual labor tasks; skill in performing simple masonry tasks; skill in performing minor repairs on small engines and equipment; skill in operating a variety of equipment including a dump truck front-end loader, jackhammer, chain saw, and backhoe.

Abilities: Ability to follow oral and written directions; ability to accurately perform basic additions, subtraction, multiplication, and division; ability to identify and correct potential safety hazards; ability to maintain body orientation; ability to physically work hard for long periods of time; ability to coordinate hand and foot movements; ability to physically react quickly; ability to perform strenuous work in hazardous traffic conditions; ability to establish and maintain effective working relationships; ability to communicate effectively with the public, co-workers, and supervisors; ability to be subject to recall twenty-four hours per day, or as required. Climbs, crawls, stoops, kneels, squats, stands, walks, and twists for extended periods of time while performing physical labor with water, sewer, and street work crews to perform critical repairs and other related job duties as needed. Works indoors and outdoors in extreme temperature including heat, cold, temperature swings, and inclement weather. Some exposure to chemical, dust, fumes, odor, toxic waste, and using proper safety precautions. Some exposure to mechanical, electrical and explosive hazards using proper safety standards and procedures. Weekend, late hours, and holiday work required. Operate motor vehicle and other motorized equipment safely. Read and understand verbal and written job instructions and warning signs, labels, and devices. Lift and carry up to 100 pounds as well as pull, push, and drag up to 150 pounds. Climb steep slopes and

navigate wooded areas. Be capable of performing all duties alone, safely, and without assistance due to small workforce environment and limited personnel manning. Works in trenches and confined spaces, using proper safety gear. Hear clearly when working around equipment or in street and alley traffic, using proper safety precautions. Works in constant and extreme noise levels routinely encountered in water distribution. Ability to smell and detect presence of free chlorine. Ability to read water meters under conditions of low light and limited visibility.

Education: A minimum of a high school graduate or GED.

Experience: A minimum of nine (9) months of experience in maintaining water and wastewater systems preferred, plus operating a wide variety of equipment.

Any work-related experience resulting in proficiency levels in the above minimum qualifications is an acceptable substitute for the above specified education and experience requirements.

Licenses and Certificates: Texas Class C driver's license and driving history acceptable to the City of Woodway. Possess and maintain a Texas Wastewater Certificate, Class II, within two and a half (2.5) years of employment and a Class C Water Certificate within four and a half (4.5) years of employment. A CDL, Class B license or better, must be acquired within six months of hire.

THE ABOVE STATEMENTS ARE INTENDED TO DESCRIBE THE GENERAL NATURE AND LEVEL OF WORK BEING PERFORMED AND ARE NOT INTENDED TO BE AN EXHAUSTIVE LIST OF ALL RESPONSIBILITIES, DUTIES, AND SKILL WHICH MAY BE REQUIRED. ALL EMPLOYEES ARE EXPECTED TO PERFORM TASKS AS ASSIGNED BY SUPERVISOR.

Job Description:	Maintenance Worker - Wastewater	Revised:	October 1, 2022
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