



Job Title: Water Distribution and Wastewater Collection System Maintenance

Reports to: Public Works Director

Hourly Employee/ Non-Supervisory/ At-will Employment

Summary and Objective:

The Water Distribution and Wastewater Collections System Maintenance worker is required to perform a variety of duties in order to operate, maintain and repair the facilities of the water distribution and wastewater collection system.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by a Water Distribution & Wastewater Collection System Maintenance worker. Public Works employees may be requested to perform job-related tasks other than those specifically presented in this description. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this job.

Physical Abilities:

A City of La Feria WD&WC Maintenance worker must possess the following physical capacities to perform essential job related tasks:

- Corrected vision in order to make visual observations of pump stations, grounds and equipment.
- Repetitive bending, twisting, standing, sitting, reaching, walking, stopping, kneeling, crouching, and crawling.
- Walking at work sites on unpaved streets, uneven ground and cluttered work areas.
- Physical labor with lifting of heavy equipment or objects is routine.
- Ability to convey detailed instructions accurately, loudly, and quickly to other workers when working near loud machinery.
- Ascending and descending ladders, stairs, ramps requiring the use of feet, legs, hands and arms.

Essential Duties:

1. Reads water consumption meters and records volume used by residential and commercial consumers: Walks or drives truck over established route and takes readings of meter dials.



2. Inspects meters and connections for defects, damage, and unauthorized connection.
3. Indicates irregularities on forms for necessary action by servicing department.
4. Verifies readings to locate abnormal consumption and records reasons for fluctuations.
5. Turns service off for nonpayment of charges in vacant premises, or on for new occupants.
6. Installs water meters in consumer establishment, using hand tools: turns mainline valve to close water flow through line.
7. Disconnect water pipe and connects water meter to outlet and inlet pipe unions, using wrench.
8. Examines pipes to detect leaks and informs consumer to close faucets.
9. Opens mainline valve to admit water flow into building.
10. Installs water and wastewater lines.
11. Repairs leaks in utility lines using appropriate equipment.
12. On call and required to respond to emergencies when needed.
13. Work in all types of weather conditions including hot and cold and sever weather
14. Work with hazardous chemicals and electricity and around noxious fumes, odors, and dust.
15. Work in confined spaces above and below ground with loud machinery and moving equipment.
16. Operates equipment and utilizes a variety of hand and power tools to operate, maintain and repair the water supply and distribution and sewer collection and conveyance system.
17. Performs repairs and preventative maintenance on pumps, blowers and treatment equipment; prepares treatment chemical solutions; coordinates, completes and inspects repairs, construction and maintenance performed by staff and contractors.
18. Available for scheduled and emergency overtime.



19. Maintain safety and quality in all aspects of job performance.
20. Maintain neat and professional appearance and customer focused approach at all times.
21. Shall adhere to City of La Feria's Personnel Policy Manual.
22. Perform other related duties as required.

MINIMUM QUALIFICATIONS AND REQUIREMENTS:

High School Diploma or GED equivalent; Commercial Drivers License; ability to be on 24 hour on-call when needed; previous experience in related work environment preferred; fluently speaks and writes English; bi-lingual in English and Spanish is preferred; ability to operate heavy equipment such as back hoe and heavy trucks, generators, pumps, gauges, common and uncommon hand and power tools, detection devices, phone, lawn mower, grass trimmer, etc.; basic computer knowledge and word processing skills.