

# City of Long Beach

## CLASS SPECIFICATION

### WATER/WASTEWATER UTILITY MAINTENANCE WORKER

FLSA Designation: Non-exempt (covered)

Effective Date: May 2019

#### **General Statement of Duties**

Performs unskilled and semi-skilled duties related to the installation, maintenance, and repair of City wastewater collection, water distribution, and treatment systems; performs related work as required.

#### **Classification Summary**

The primary function of an employee in this class is to perform unskilled and semi-skilled installation, maintenance, and repair duties of the City wastewater collection, water distribution, and treatment systems. The work is performed under the direct supervision of the Water and Wastewater Supervisor and general supervision of an assigned lead worker; the employee may be assigned to other duties in the City. The principle duties of this class are performed outdoors and may include working in adverse weather conditions and hazards involving the use of power tools and equipment and exposure to hazardous materials.

#### **Examples of Work** (Illustrative Only)

##### **Essential Duties and Responsibilities**

- Inspects, cleans, and maintains storm and sanitary sewer collection lines, manholes, equipment, and related facilities of the wastewater collection and treatment system;
- Cleans and flushes water mains, pipes, and connections;
- Locates system breaks and assists in shutting off affected portions;
- Assists in the installation, maintenance, and repair of sewer and water mains, lines, and systems by trenching, digging and backfilling trenches, and installing pipe, as directed;
- Hydro cleans sewer pipes;
- Installs, reads, and repairs meters;
- Performs general maintenance, cleaning, seasonal, and related duties;
- Operates trucks and motor vehicles;
- Operates a variety of hand tools and job-related power equipment;
- May operate heavy equipment including, but not limited to, backhoe, sludge truck, bobcat, roller, flail cutter, dump trucks, and related maintenance and inspection equipment;
- Performs routine cleaning and maintenance of equipment and tools and refers defects or needed repairs to a supervisor or the City mechanic;
- Performs all work duties and activities in accordance with City policies, procedures, and safety practices.

##### **Other Duties and Responsibilities**

- Responds on-call after duty hours in emergency situations;
- Performs other related duties as required.

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## **Knowledge, Skills and Abilities**

Knowledge of:

- Methods, materials, tools, and general maintenance practices for water and wastewater collection systems;
- Mechanical and pipe fitting tools, methods, and techniques;
- Equipment and tool operation and maintenance practices;
- Federal (OSHA) standards and City policies regarding safe work practices.
- Department of Health and Department of Ecology standards.

Ability to:

- Follow written and oral instructions;
- Operate a motor vehicle;
- Operate heavy equipment;
- Operate hand tools;
- Prepare written reports and maintain system repair and maintenance records;
- Communicate effectively with the public, supervisors, and other City employees.

## **Acceptable Experience and Training**

- High school diploma or GED equivalency;
- Some experience in water, wastewater, construction, or a related field; or
- Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work.

## **Special Qualifications**

- Washington State driver's license;
- Industrial First Aid and CPR certification;
- Traffic Control Flagger;
- Washington Class I water certification, Washington Class I Wastewater certification or the ability to obtain.

## **Essential Physical Abilities**

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to discern verbal instructions, communicate with other employees and the public, and discern warning or emergency alarms, including vehicle backup warnings;
- Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to comprehend written work instructions and work orders;
- Sufficient manual dexterity, with or without reasonable accommodation, which permits the employee to operate a variety of power and hand tools and to make adjustments to equipment;
- Sufficient personal mobility, agility, flexibility, strength, stamina, and balance to perform operation and maintenance tasks which require pushing, pulling, bending, twisting, and lifting, working in enclosed and confined spaces, ability to lift objects up to 75 pounds, and work in a maintenance environment.