



Position Title: Water Maintenance Technician
Department: Water Distribution
Reports To: Director of Water Services

Position Summary

Water Maintenance Technician performs unskilled to semi-skilled work in the installation, maintenance and repair of all water fixtures to include hydrants and water line valves throughout the HWWWS. Performs locates for water and sewer lines. Assignments include mapping of existing water lines to facilitate the repair.

Duties/Tasks:

- Responsible for assisting in the maintenance, installation, repair of leaks, breaks of all hydrants, water lines, valves, and sewer/water fixtures.
- Responsible for assisting in mapping all existing water line valves and tagging hydrant in the Waterworks System.
- Responsible for the spotting of water and Sewer lines
- Responsible for using necessary heavy equipment to perform job assignments
- Assignments often include the use of standard hand tools, the operation of power driven equipment, Company trucks or other equipment
- Work is evaluated through observation and efficiency of duties performed.
- Work is usually performed under immediate supervision.

Essential functions of the Job:

- Installs maintains, and repairs of breaks/leaks of all hydrants, taps, water mains, water fixtures, and water line valves in the HWWWS using heavy equipment such as backhoe, air hammer, hydraulic valve machine, dump truck, or service truck. The use of this equipment will be done under the direct supervision of the Water Maintenance Supervisor.
- Assists in installing various pipe and fittings, water mains, fire services, tapping sleeves, valves, and water services.
- Assist in spotting water and sewer lines
- Involves working with all types of pipes and fittings such as but not limited to PVC, AC, C.S.S., ductile iron, tap saddles, valves, tapping sleeves (for fire service use, small and large tapping machines), clay pipe, fiberglass, and brick manholes.
- Performs skilled plumbing work in replacing or repairing old mains, meter services, and constructing new lines
- Assists in mapping and locating all existing water line valves in the Waterworks System. Will also need to expose utility services in order to prevent damage to utilities.
- Uses specialized equipment such as PDA's, pressure and flow gauges, CL2 testing equipment
- Read prints, maps, uses measuring tape for various tasks, paints and tags fire hydrants
- Loads and unloads pipes and fittings in each storage area or work site, stocks and inventories unit, follows procedures and processes of assigned crew
- Work in and around sewer manholes as necessary, provides
- Assists in cleaning joints, gaskets, hauls spoils or backflow materials to and from work site and cleans up work area
- Performs other work as assigned

Essential Job Requirements

EDUCATION: Must Have High School Diploma or GED

EXPERIENCE: Some basic computer skills

Some customer service experience

Experience in using basic hand tools and some large equipment

Working knowledge of applicable traffic laws, ordinances, and regulations involved in maintenance And repair of water lines

REQUIRED SKILLS:

Must possess a valid Texas Driver's License – CDL Class "B" preferred

Must be able to read maps, blue prints, follow and maintain hydrant routes, use tape measure and maintain proper records

Must be able to use PDA's, Pressure and Flow Gauges, CL2 Equipment,

Must have the skills and ability necessary to use the tools, equipment and heavy machinery associated with the job

Must have a valid Texas Driver license in order to drive a company vehicle

Must have ability to write legibly to write up daily information, work order requests, etc.

Must be able to conduct basic mathematical calculations rapidly and accurately

Must be able to follow oral and written instructions

Ability to perform tasks quickly and accurately

Must be able to work varying weather conditions daily

Ability to understand and communicate policies, procedures, and services of the HWWWS to make decisions in accordance with the fore mentioned.



HARLINGEN WATERWORKS SYSTEM

Updated: 10/2023

Must be able to work independently and with minimal supervision

PREERRED SKILLS:

Some experience in customer service
Some knowledge of the occupational hazards and safety precautions involved in the maintenance and repair of water lines, hydrant, and valves.
Combination of education and experience that will provide the required knowledge, skills, and abilities
General knowledge of geographical areas of neighborhood
Ability to communicate in both English and Spanish in technical terms

MAINTENANCE TECH PHYSICAL REQUIREMENTS

Must be able to:

Stand	2/3 of workday and more
Walk	2/3 of workday and more
Sit	Occasionally
Stoop, kneel, crouch, or crawl	1/3 of workday or more
Use hands to finger, handle or feel	2/3 of workday or more
Reach with hands and arms	2/3 of workday or more
Talk or hear	2/3 of workday and more
Smell	up to 2/3 of workday and more

Exert or Lift:

Up to 50 lbs.	1/3 of workday
75 lbs. To 100 lbs.	1/3 of workday

Must have natural or corrected vision to be able to see clearly at 20 inches or less; 20 feet or more; color vision; peripheral vision; depth perception; and ability to adjust focus.

Environmental conditions include:

Work near moving mechanical parts	Entire workday
Work near fumes or airborne particles	Entire workday
Work in outdoor weather conditions	Entire workday
Work with/or around vibration	1/3 of work day and more
Work in heights or depths	Up to 2/3 of workday
Work in wet, humid conditions (manholes)	Up to 2/3 of workday
Exposure to chlorine gas	Entire workday
Exposure to harmful gases	
In manholes and sewer lines	Up to 2/3 of workday
Risk of electrical shock	1/3 of workday
Risk of explosives (methane gas)	Up to 2/3 of workday

Typical noise level is: From moderate to loud – examples are heavy equipment and traffic.

Stress level is: Moderate to high – examples are irate customers, water/sewer breaks, deep trench depths, electrical hazards, utility emergencies, etc.

LIMITATIONS AND DISCLAIMER

The above job description is meant to describe the general nature and level of work being performed; it is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the position.

All job requirements are subject to possible modification to reasonably accommodate individuals with disabilities. Some requirements may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or other employees.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform other job-related duties requested by their supervisor in compliance with Federal and State Laws.

Requirements are representative of minimum levels of knowledge, skills and/or abilities. To perform this job successfully, the employee must possess the abilities or aptitudes to perform each duty proficiently. Continued employment remains on an "at-will" basis.

Employee's Name Print

Date

Employee's Signature

Date

Manager's Name Signature

Title

Date

Human Resources Approval/Comments:



HARLINGEN
WATERWORKS
SYSTEM

Authorized Human Resources Signature

Date

Updated: 10/2023