



Job Title: Senior Utility Maintenance Worker II
Department: Water / Wastewater
FLSA Status: Non-Exempt, Hourly, Full Time
Revised Date: See Below

Accountability

Under the direction of the Water/Wastewater Director and Facility Maintenance Supervisor respectively.

Job Summary

Performs a variety of semi-skilled and skilled work in the service, repair and maintenance of the water production, distribution, treatment, and sanitary collection systems as well as operating the water treatment and wastewater treatment plants by serving as the lead Utilities Maintenance Worker.

Essential Job Functions

Serves as lead Utilities Maintenance Worker for the following duties: investigation of customer complaints regarding water/sewer leaks with a direct report back to supervisor; tapping mains, including demolition inspection; line mapping, new construction line inspections and record maintenance; meter installs, disconnections, change outs, and reads; coordination of routine preventative maintenance activities on equipment, with documentation and recommendations for the preventative maintenance program to ensure processes are not disrupted; diagnosing, adjusting, repairing and servicing a wide variety of specialized mechanical and/or electrical equipment including pumps, motors and power units; troubleshooting malfunctions and preparing lists of needed parts; overall maintenance operations of the Municipal Swimming pool, including startup, shut down, general maintenance and final winterization efforts; performing utility infrastructure locates as needed; overseeing the operations of the Wells and Water Tower buildings and land including housekeeping and general maintenance.

Additionally, assists in a variety of semiskilled and skilled work using general and specialized equipment, tools and vehicles for the following:

Water Treatment Plant:

Operation of the Plant—conducts sample collection, testing and records data; orders chemicals and supplies; performs general cleaning.

Wastewater Treatment Plant:

Operation of the Plant; services, repairs, and performs general maintenance on grounds and buildings; follows general operating procedures; conducts sampling, lab testing, data record keeping; SCADA operations; performs general cleaning.

Water Distribution System:

Services and maintains distribution pipes, fire hydrants, water towers and reservoirs; flushes fire hydrants; repairs/replaces distribution valves; assists in the repair of service main breaks, by performing groundwork including digging and concrete work; responds to customer service calls regularly and emergency calls as needed.

Sanitary Sewer System:

Inspects and repairs sanitary sewers, manholes, lift stations; cameras, jet-cleans and root-cuts sewer lines; vacuums pits; responds to customer service calls regularly and emergency calls as needed.

Additional Duties and Responsibilities

May supervise a small group of workers to complete an assignment; operates the SCADA system; prepares and maintains required reports; performs light office work; in absence of Facility Maintenance Supervisor, performs his/her duties.

Knowledge, Abilities and Skills

Ability to: work under adverse weather conditions; lift minimum of 50 lbs. of concrete or other materials; carry, push and pull a variety of equipment, materials and tools; stand, walk, climb, balance, stoop, kneel, reach, bend, and work in a crouched position for extended periods of time; work in confined areas and near bodies of water; climb up onto and down from equipment; work in strong and sometimes offensive odors. Considerable knowledge of: municipal water and wastewater operations with the ability to plan for efficient facilities operations; operation and maintenance of motor vehicles, light equipment, and hand tools; SCADA systems; basic and special maintenance tools, gauges and machinery used in repair, servicing and maintenance of service utilities; established routines, practices and

operation of equipment related to measuring and testing of water/wastewater plant processes; the City's water metering system, City water ordinances and departmental policies affecting the public; hazards of the work and safety precautions to be taken. Ability to: read and understand technical language, maintenance manuals, technical drawings, specifications, and maps; troubleshoot during emergency breakdowns; inspect, recognize and remedy equipment malfunctions; supervise a group of Maintenance Worker I's & II's as requested, including the assigning of tasks and inspection of work; keep accurate records, make basic mathematical computations and operate computer programs including Microsoft Office; operate various equipment and tools including but not limited to: jet sewer machine, easement machine, vacuum machine, backhoe, dump truck, motor vehicles, skid loaders, sewer camera, mowers, trimmers, and general power tools. Ability to work evenings/weekends as needed and to rotate on-call duties; ability to work irregular hours—up to 18-hour shifts—when completing snow removal or emergency repairs; good oral and written communication skills to effectively communicate on a daily basis with the public, coworkers and other departments; capability to utilize City-owned computer for logging hours of work as well as leave requests.

Education and Experience


Graduation from high school or equivalent and three (3) years prior experience in water distribution and sanitary sewer systems services, with at least one (1) year of experience as a Utility Maintenance Worker I or equivalent, and two (2) years' experience as a Utility Maintenance Worker II or equivalent; or Associate Degree from an accredited college or university with major course work related to water and wastewater systems management and one (1) year of experience as a Utility Maintenance Worker II or equivalent. One (1) year of experience with various computer programs and functions is desirable; or any equivalent combination of training and experience which provides the desirable skills, knowledge, and abilities deemed to be sufficient for the position.

Special Requirements

Possession of a valid Class B Commercial Driver's License with a tanker endorsement, or the ability to obtain within first six (6) months from hire date; must possess and maintain a Nebraska Class II Water Plant Operator Certification, Nebraska Backflow Technician VI Certification, and a Nebraska Class III Wastewater Treatment Plant Operator Certification. Must live within 30-minute response time.

***Note:** The statements herein are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be constructed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. This job description may be changed or updated at any time without notice.*

Job Description Revision Approved:



City Administrator



Date