



WATER SERVICE WORKER I (Locator)
Construction Department

Range: 28
Salary:

JOB DEFINITION: Under close supervision, locates and marks Agency underground facilities and assist, as required, construction department crews with a variety of manual tasks in relation to the construction, installation, maintenance, repair, and operation of public water lines and appurtenances, and all related facilities, services and equipment. All construction personnel are required to provide a minimum of one week emergency stand-by service monthly, and overtime as may be assigned.

SUPERVISOR: Construction Superintendent

REPORTS TO: Construction Crew Foreman, as assigned

DISTINGUISHED FROM LOWER RANGE POSITION(S):

This is the entry level position in the Water Service Worker (Locator) series.

EXAMPLE OF DUTIES:

Primary duty will be responding to Underground Service Alert (USA) notices and requests; researching, locating and marking Agency underground water and sewer utility lines using electronic instruments, maps, ground penetrating radar device, construction field paint, flagging, and feathers; maintain records of USA transactions; locate water valves, water lines, and service lines for new service installations and potholing work to be performed by construction department crews; Will assist construction crews with a variety of tasks to include digging, laying and joining pipe, valve and meter installations of water services to residences, industries, and commercial properties, installing main line piping, cutting and replacing concrete and asphalt in roads and sidewalks, finding and repairing leaks in water mains and service lines, flushing and chlorinating water lines and main lines, replacing broken meters, installing fire hydrants, cleaning water intakes and diversion boxes of debris, painting fire hydrants and Agency facilities, clearing and maintaining roads to Agency facilities, operating and maintaining a variety of equipment (such as air compressor, jackhammer, forklift, pipe threader); may be required to drive a dump truck or other Agency vehicles; read water meters and perform repair work to a variety of water meters; calibrate, test, and maintain records and files pertaining to meter repair; install and maintain fire hydrant construction meters; may set fire hydrant meters with backflow devices and help set up traffic control as necessary.

In addition to performing manual labor related to construction, this position may include cross-training and assisting the field service department or the warehouse supervisor on an as-needed basis, or as assigned for full-time duty. Duties in these areas would include, but would not be limited to:

Field Service: Handling customer complaints in relation to low pressure, no water, and temporary water turn-off, reading meters, taking special reads or billing re-reads, collection of delinquent bills, investigation of high bill complaints.

Warehouse: Receiving, shipping, stocking, record keeping; processing of material releases and maintaining inventory control; processing of time cards for construction department; processing of vehicle maintenance records; delivery of parts/equipment to project sites.

Operations Department: To perform basic duties of the Agency's Operations Department, including assistance with the maintenance and operation of Agency potable and recycled water storage and production facilities.

QUALIFICATIONS: Water Service Worker I (Locator)

Schooling: High School Diploma or G.E.D.

Certification(s) : **Employee must obtain a Water Distribution I Certification within 24 months of the start of their employment. If certification is not obtained, the employee will be terminated from their job.**

Possession of certificate of completion course pertaining to locating underground utilities is preferred;

Additionally, certification for Backflow Testing/Repair/Installation may be required.

Experience: Any combination of training or experience which would likely provide the required knowledge and abilities; general experience in construction and maintenance work for a water agency or some water related utility is desired, but not required.

License(s): Possession of a valid drivers' license issued by the California Department of Motor Vehicles appropriate for the use of Agency vehicles required in the fulfillment of the job duties for this position, with an acceptable driving record.

Knowledge: Basic familiarity with:

- California Law concerning utility location
- USA system and notification processes
- As-Built and construction drawings
- Agency geographic service area
- Materials and practices involved in the waterworks and sanitation sewer construction industry
- The use and operation of a variety of hand tools, power equipment, and vehicles commonly used in water service maintenance and construction; relevant safety precautions and procedures.

Ability: Basic ability to:

- Learn techniques of underground facility locating
- Work independently and with groups using sound judgement
- Accurately use a variety of underground pipeline detection equipment
- Perform work under deadlines
- To repair, install and maintain water distribution, wastewater collection and recycled water distribution facilities, including mains, service lines, hydrants, meters and valves
- Learn to lay and fit pipe
- Learn to mix, pour and finish concrete
- Install valves and meters
- Perform physical labor requiring strength, dexterity and agility; must be able to carry, push, pull, reach and lift equipment, parts and supplies weighing up to 90 lbs.; stoops, kneels, crouches, crawls, and climbs during field maintenance
- Learn to use or operate a variety of hand tools, power equipment and vehicles commonly used in water service maintenance and construction
- Understand and carry out instructions; establish and maintain cooperative working relationships with fellow employees and the general public.

PHYSICAL REQUIREMENTS:

Climbing: yes no **Frequency:** Continual Often Infrequently Never

Examples: Going up and down ladders, getting into large vehicles, climbing into/out of trenches, etc.

Bending: yes no **Frequency:** Continual Often Infrequently Never

Examples: Performing repairs, facility installations, etc.

Digging: yes no **Frequency:** Continual Often Infrequently Never

Examples: Services, trenches, valve locations, service relocations, meter sets, pot-holing, etc.

Sedentary/sitting: yes no **Frequency:** Continual Often Infrequently Never

Examples: Driving or riding in vehicles, heavy equipment

Standing: yes no **Frequency:** Continual Often Infrequently Never

Examples: Standing on pavement, dirt, concrete at work sites or in Agency facilities

Repetitive motion: yes no **Frequency:** Continual Often Infrequently Never

Examples: Operation of hand tools such as screwdriver, wrench, hammer, paint brush, shovel, rake etc.

Respiratory (requiring use of respirator or face mask) yes no

Examples: When entering reservoirs, performing sandblasting, sewer maintenance, painting, etc.

WORK ENVIRONMENT:

Generally, work is typically performed outdoors and will take place in all weather conditions, including extreme heat in excess of 110°; on occasions, work will be assigned within the Agency Operations Center or outlying Agency facilities. Will work weekends, evenings, holidays, overtime, stand-by when required.