



JOB SUMMARY

This position is responsible for keeping water accessibility available for county residents, keeping employees safe during repairs, and keeping costs down while running efficiently.

MAJOR DUTIES

- Conducts maintenance and repair on the Pump station.
- Installs and repairs water main.
- Performs Filter Plant maintenance and repair.
- Installs water services.
- Locates water main.
- Installs and repairs fire hydrant.
- Operates trench machine. Equipment operator during main breaks, service leaks, and new installations.
- Installs and repairs PRVs.
- Drives dump truck.
- Flagger on jobsite.
- Maintenance on pump station.
- Prepares water loss reports.
- Performs fire hydrant maintenance and repair.
- Performs onsite sewer repair and installations for the county.
- Performs related duties.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of hydraulics.
- Knowledge of pump stations.
- Knowledge of pressure valves and their functions.

- Knowledge of computers and job-related software.
- Skill in oral and written communication.
- Skill in dealing with the public in conjunction with utilities contractors.
- Skill in troubleshooting.

SUPERVISORY CONTROLS

The Water Services Director assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include EPD rules and regulations, state laws, federal laws, county guidelines. These guidelines are generally clear and specific but may require some interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of varied maintenance, installation, and equipment operation duties. Existing utility lines and existing water lines contributes to the complexity of the position.
- The purpose of this position is to keep water accessible for county residents, to keep employees safe during repairs, and to keep costs down while running efficiently. Success in this position contributes to county residents having access to clean water.

CONTACTS

- Contacts are typically with Road Department, utility companies, Facility maintenance, Solid Waste, Filter Plant, Vehicle Maintenance, Prison, and Recreation.
- Contacts are typically to provide services, to give or exchange information, and to resolve problems.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while sitting, standing, stooping, walking, bending, or crouching. The employee occasionally/frequently lifts light and heavy objects, climbs ladders, uses tools or equipment requiring a high degree of dexterity, distinguishes between shades of color, and utilizes a sense of smell.
- The work is typically performed in an office, stockroom/warehouse, in a noisy place, and occasionally outdoors in cold or inclement weather. The employee is exposed to dust, dirt, and grease, machinery with moving parts, and contagious or infectious diseases or irritating chemicals. Work requires the use of protective devices such as masks, goggles, and gloves.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

MINIMUM QUALIFICATIONS

- High school diploma or equivalent required; and
- More than three years of related experience required; or
- Any equivalent combination of education, experience and training which provides the knowledge, skills, and abilities to perform the work.
- Possession of or ability to readily obtain a valid driver's license issued by the State of Georgia for the type of vehicle or equipment operated.
- Possession of or ability to readily obtain an appropriate state-certified license for water or wastewater treatment or distribution as appropriate.
- The position is required to supervise inmate labor. Employee must pass P.O.S.T. certification within the timeframe by this department, which is normally within six months, but may be altered.
- CPR Training.
- Class A CDL.
- DOT Flagging Course.
- Confined Space Certification.
- Erosion Control Certification