

SOUTHWEST REGIONAL WATER DISTRICT

An Equal Opportunity Employer

POSITION DESCRIPTION

Appt. Authority:	SWRWD Board of Trustees	Position Title:	System Maintenance
Department:	Distribution	Employment Status:	Full-time
Reports To:	Distribution Supervisor	FLSA Status/Pay:	Non-Exempt
EEOC Job Group:	(8) Laborers & Helpers	US DOL Physical Strength Rating:	Heavy

QUALIFICATIONS:

- High school diploma or equivalent.

LICENSURE AND/OR CERTIFICATION REQUIREMENTS:

- Valid Driver's License; and
- Valid Class A Commercial Driver's License (CDL).

EQUIPMENT OPERATED: The following are examples only and are not intended to be all inclusive: motor vehicles, including dump truck with trailer; backhoe; mini-excavator; skid steer loader; rockhound/landscape rake; various hand/power tools; portable pumps; mobile devices such as laptops, tablets, and phones.

INHERENTLY HAZARDOUS OR PHYSICALLY DEMANDING WORKING CONDITIONS:

The employee may be required to work in excavated trenches; exposure to loud noises, pumps, motors, and heavy equipment; exposure to all types of weather conditions, rain, snow, wind, and sun; exposure to various water treatment chemicals such as chlorine and fluoride. Heavy work involves lifting no more than 100 pounds at a time with frequent lifting or carrying of objects weighing up to 50 pounds.

JOB DESCRIPTION AND WORKER CHARACTERISTICS

ESSENTIAL FUNCTIONS OF THE POSITION: (for purposes of 42 USC 12101)

- 45% Water Distribution: Repair of water main and service line breaks; hydrant installation, inspection, flushing, and repair; valve installation, inspection, and repair; water meter setting installation and repair.
- 45% Metering: Meter reading; installation, replacement, and troubleshooting of water meters and MIUs.
- 10% Miscellaneous: Yard restoration; inventory.

OTHER DUTIES AND RESPONSIBILITIES:

- Demonstrates regular and predictable attendance.
- Performs on-call duties outside of normal business hours.
- Performs other duties as required.

MINIMUM ACCEPTABLE CHARACTERISTICS:

- **Knowledge of:** The installation, repair, and disinfection of water mains and system-owned service lines; installation of water mains; installation and repairs of meter service facilities; installation and repair of other appurtenances such as: hydrants, gate valves, and master pressure reducing stations.

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- **Skill in:** Performance of various functions in connection with the operation, maintenance, repair, and modification of the District's water distribution system.
- **Ability to:** Interpret a variety of instructions in written, oral, picture, or schedule form; deal with problems involving several variables within familiar context; define problems, collect data, establish facts, and draw valid conclusions; understand, interpret and apply policies, rules, or regulations to specific situations; complete routine forms; respond to routine inquiries from public and/or supervisors; communicate effectively; develop and maintain effective working relationships; perform heavy work.

POSITIONS DIRECTLY SUPERVISED:

- None.

This position description in no manner states or implies that these are the only duties and responsibilities to be performed by the position incumbent. My (employee) signature below signifies that I have reviewed all the pages of my position description, and that I understand the contents.

(Employee Signature)

(Date)

(SWRWD Representative Signature)

(Date)