

City of Franklin Job Description

Job Title: Sewer & Water Technician

Department: Sewer & Water

Reports To: City Engineer

Salary Class : Grade Level 13, AFSME Union Contract

Prepared By: Valerie Fenger, Human Resources Intern

Prepared Date : January 26, 2001

Approved By : _____

Approved Date : February 19, 2001

Summary:

Under the general direction of the Sewer and Water Superintendent or Operator II, the Sewer & Water Technician performs a variety of repair and maintenance by performing the following duties.

Essential Duties and Responsibilities: include the following. Other duties may be assigned.

Maintain and repair the city sanitary sewer system to include mains, lift stations, and manholes. Maintain and repair city water system equipment to include street valves, curb stops, fire hydrants, pump houses, and general maintenance of the equipment located within.

Install and replace water meters. Read water meters on a quarterly basis and determine needed repair locations. Perform water meter testing as assigned.

Test and maintain emergency generator equipment and other pumps, says, mowers, etc.

Landscape repair after system work disturbs private property. Cut grass and maintain exterior of pumping structures and department shop.

Assist in winter snow operations as needed when highway department cannot supply manpower. Assist other departments with tasks for which Sewer and Water Department equipment is needed, such as pumping holding tanks and catch basins.

Operate a variety of power construction and maintenance equipment used in the Sewer and Water Department.

Locate and mark sewer and water mains, valves, and shut-offs.

Test water within pump-houses for water treatment purposes.

Maintain and upkeep accurate records and reports.

Supervisory Responsibilities:

Supervises employees in the department personnel as assigned. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include training employees; planning, assigning, and directing work; addressing complaints and resolving problems.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience:

High school diploma or general education degree (GED) and one (1) year of related experience and/or training; or equivalent combination of education and experience.

Working knowledge of D.O.C. rules and regulations pertaining to sewer and water operations.

Thorough knowledge of equipment, facilities, materials, methods and procedures used in public water supply and distribution systems, and sewer collection systems.

Working knowledge of pipe installation, connection, and repair.

Language Skills:

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

Reasoning Ability:

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

Certificates, Licenses, Registrations:

Valid WI CDL license

CPR and First Aid Certification

Confined Entry Certification

Tools and Equipment Used:

Dump truck, pickup truck, utility truck, jetter/inductor truck, backhoe, manlift, tamper plate compactor, saws pumps, compressors, generators, trencher, common hand and power tools, shovels, wrenches, detection devices, mobile radio, telephone, copy machine, pager, analytical testing equipment, and fax machine.

Ability to carry a pager and respond accordingly in emergency situations.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly required to use hands to finger, handle, or feel and reach with hands and arms. The employee is frequently required to stand and talk or hear. The employee is occasionally required to walk; sit; climb or balance; stoop, kneel, crouch, or crawl and smell. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is occasionally exposed to wet and/or humid conditions; moving mechanical parts; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; outside weather conditions; risk of electrical shock and vibration. The noise level in the work environment is usually loud.

The duties listed above are intended only as illustrations of various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.