

Middletown, CT Job Description

Classification Title	Utilities Worker
Job Code	
Department	Water & Sewer
Union Group	AFSCME 466
FLSA Status	
Pay Grade	

PURPOSE OF POSITION

The purpose of this position is to perform installation, maintenance and repair functions on the Water & Sewer Systems and appurtenances, ~~which~~ ~~includes~~ treatment plants, pump stations, storage tanks, reservoirs, wells, ~~and~~ well fields and watershed. ~~The work is performed under the direction of the Field Maintenance Manager or designee.~~

ESSENTIAL DUTIES & RESPONSIBILITIES

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this job. Employees may be requested to perform job-related tasks other than those specifically presented in this description.

- Performs a variety of installation, maintenance and repair work on the Water distribution or sewer collection ~~system and; maintains pump stations. Actssystem.~~ Acts as a lead worker and instructs crews in the performance of installation, maintenance and repair work.
- Installs various water main taps for homes, buildings and fire systems.
- Installs water mains, fire hydrants, water services and water meters. Flushes and sterilizes new water mains. Maintains, repairs, flushes and winterizes hydrants.
- Responds to emergency situations. ~~;~~ Repairs water and sewer main ~~breaks;~~ relieves ~~breaks. Relieves~~ sewer blockages. ~~;~~ assists with traffic control during emergency situations.
- Performs ~~surveying and inspection functions; acts as backflow and cross connection inspector. Performs meter-reading functions. pressure tests for new water gates. Performs backflow testing and operation.~~
- Performs excavation, paving, landscaping, painting and custodial duties. ~~;~~ Loads and hauls materials and supplies to work sites. ~~;~~ and operates a variety of vehicles and equipment.
- ~~Cleans and repairs manholes.~~

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- ~~Performs routine inspections of pump stations; Loads sludge onto Tankers. Observes performance of loading equipment.~~
- Maintains and repairs sewer systems and equipment. ~~Repairs and removes damaged station equipment, including pumps; repairs sewer pump valves and switches; performs minor repair work.~~ Reports malfunctioning equipment to supervisor.
- Installs and repairs sewer ~~lines; clears~~lines. Clears debris caused by damaged lines. Operates jet truck to flush sewer lines.
- ~~Cleans and clears sewer lines; removes raw sewage trapped on bar screens; vacuums out sewer wet wells; operates jet truck and rodder to flush sewer lines. Televises sewer lines.~~
- Maintains trucks and equipment. ~~Lubricates systems and accessories, as required by DOT.~~
- ~~Handles and disposes of bio-hazardous materials. Removes sewage from basements for residential and commercial customers.~~
- Logs in and out of confined spaces and maintains required logs and records; ~~maintains~~ contact with fire control for safety.
- Removes snow and ice from city streets and parking lots. as needed.
- ~~Organizes work and determines equipment, tools and materials needed. Plans site preparation work.~~
- ~~Performs activities including equipment operation to maintain reservoirs, aquifers and facilities' grounds.~~
- ~~Performs manual work and leads helpers in laying pipes, repairing roads, and related maintenance work.~~
- Maintains field log books as necessary.
- ~~As needed, operates boat with outboard engine to treat reservoir water.~~
- ~~Performs all functions of lower classification Utility Workers, as needed.~~
- Perform other related duties as assigned.

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MINIMUM JOB QUALIFICATIONS

Education and Experience

High ~~school diploma~~school diploma or equivalent with one year of related experience; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Appropriate education substitutions can be made.

Other

- Position requires Class A Commercial Driver's License (CDL) with tank endorsement (N). Must have a Connecticut Backflow Device Preventer Tester Certification, or the ability to obtain within one year of appointment. If required by the DEP at a future date, must have the ability to obtain a State of Connecticut DEP Collection Certification.

PREFERRED QUALIFICATIONS

None

KNOWLEDGE, SKILLS, and ABILITIES

- ~~Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and diagnose. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.~~
- ~~Requires the a~~Ability to persuade, convince, influence, train and monitor, in favor of a desired outcome. ~~Requires the a~~Ability to act as a lead person.
- ~~Requires the a~~Ability to utilize a wide variety of reference and descriptive data and information such as work orders, lists, measurements, inventories, meter reports, blueprints, service cards, procedures and general operating manuals.
- ~~Requires the ability to communicate orally and in writing with all division personnel, home and business owners, other City departments, inspectors, contractors and the public.~~Knowledge of sewer pump stations
- ~~Requires the a~~Ability to perform addition, subtraction, multiplication and division; ~~and to calculate percentages and decimals.~~

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- Ability to operate applicable machinery, equipment and tools
- Must possess mechanical skills
- Ability to work in a confined area
- Ability to Relate to and interact with a non-traditional and diverse student and employee population
- Ability to Work independently
- Ability to Read, analyze, and interpret standards, policies, procedures, and regulations
- Ability to Handle common inquiries or complaints
- Ability to Apply concepts such as fractions, percentages, ratios, and proportions to practical situations
- Ability to Define problems, collect data, establish facts, and draw valid conclusions
- Ability to Exercise good judgment and focus on detail as required by the job
- Ability to Follow oral and written instructions and procedures
- Ability to Meet schedules and deadlines of the work unit
- Ability to Communicate in English effectively orally and in writing
- Ability to Maintain well-organized materials, files, systems and tools
- Ability to Aadapt to changes in work situations and priorities
- Ability to Reason/analyze; use logic to identify and resolve problems
- Ability to Evaluate, organize, and summarize data and information
- Ability to Establish and maintain constructive and cooperative interpersonal relationships with staff, peers, supervisors, or managers in the work unit and other departments, as well as with staff of outside entities and other individuals, as applicable to the essential duties and responsibilities
- Ability to Satisfy the needs of internal and external customers accurately and promptly, treating customers with fairness and respect.

PHYSICAL REQUIREMENTS

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- ~~• Requires the ability to operate, calibrate, tune and synchronize, and perform complex rapid adjustment on equipment, machinery, tools or related materials used in performing essential functions.~~
- ~~• Ability to coordinate eyes, hands, feet and limbs in performing skilled movements such as operating equipment and vehicles.~~
- ~~• Tasks involve the regular and, at times, sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, and lifting, carrying, pushing, and pulling moderately heavy objects and materials, twenty to fifty pounds. May occasionally involve objects and materials up to 100 lbs.~~
- ~~• Requires the ability to recognize and identify similarities or differences between characteristics of colors, shapes and sounds associated with job-related objects, materials and tasks.~~

Exerting up to 100 pounds of force occasionally, up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly having to move objects.

WORKING CONDITIONS

The working conditions 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.

- ~~• Ability to work under conditions that require exposure to environmental factors. This exposure may cause some discomfort and presents a risk of injury.~~

Incumbents may be subjected to moving mechanical parts, odors, dust, poor ventilation, chemicals, oils, extreme temperatures, inadequate lighting, intense noises, gases, workspace restrictions, vibrations, chemicals, and oils.

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The City of Middletown, CT is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

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