

CITY OF HOLLY HILL

JOB DESCRIPTION

JOB TITLE: UTILITIES MAINTENANCE WORKER - WATER

DEPARTMENT: PUBLIC WORKS

DIVISION: UTILITIES

GENERAL DESCRIPTION:

Performs skilled tasks in the construction, maintenance and repair of the municipal water, stormwater and reuse distribution and collection systems. Performs other job duties as assigned.

ESSENTIAL JOB FUNCTIONS:

1. Locates and repairs underground water, stormwater and reuse system components.
2. Digs ditches, repairs leaks, and makes repairs to main breaks, meter boxes, meters, defective lines, broken fire hydrants, catch basins and stormwater inlets.
3. Performs connections and disconnections during the repairing of tasks.
4. Installs new mains, valves, fire hydrants, meter boxes, taps, manholes, and other water, stormwater and reuse components.
5. Ensures that proper traffic devices are placed and safety precautions are adhered to.
6. Operates light and heavy equipment in performing tasks.
7. Replaces dirt fill, asphalt, concrete and landscaping upon completion of tasks.
8. Performs general maintenance tasks and other duties as assigned.
9. Responds to on-call assignments in emergencies.

(These essential jobs are not to be construed as a complete statement of all duties performed. Employees will be required to perform other job functions as required)

MINIMUM QUALIFICATIONS:

KNOWLEDGE, SKILLS AND ABILITIES:

- Ability to operate, maneuver equipment, machinery tools and/or materials used in performing the essential functions.
- Ability to comprehend, understand and carry-out instructions in oral or written form.
- Ability to work alone with only general supervision and direction.
- Involves semi-routine, standardized work, but involves latitude for independent judgment and decision making.
- Knowledge of the methods, materials, equipment and techniques used in the extension, repair, and maintenance of water systems and related equipment.

(A comparable amount of training, education or experience can be substituted for the minimum qualifications.)

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EDUCATION AND EXPERIENCE:

High school graduate or possession of an acceptable equivalency diploma. A Level 1, 2, or 3 State of Florida Water Distribution License is required. A minimum of one year full-time work experience (2,080) hours in water distribution system maintenance and ability to receive a Level 3 License within 6 months may be considered. An additional one (1) year of full-time work experience that involves underground utility work in stormwater and/or reuse systems including installation, repair and maintenance.

LICENSES, CERTIFICATIONS OR REGISTRATIONS:

Valid Class "B" Commercial Florida Drivers license, or the ability to obtain license within 6 months from date of appointment.

ESSENTIAL PHYSICAL SKILLS:

- Acceptable eyesight (with or without correction)
- Acceptable hearing (with or without hearing aid)
- Ability to communicate both orally and in writing.
- Moderate to heavy lifting and carrying (20 to 50 pounds) and occasionally up to (100 pounds)
- Climbing
- Distinguish colors and sounds
- Walking
- Standing
- Kneeling
- Balancing
- Bending
- Stooping
- Driving

ENVIRONMENTAL CONDITIONS:

- Works outside in various weather conditions to include extremes in temperature
- Risk exposure to noise, fumes, gases, electricity, slippery surfaces, vibrations, odors, poor light, smoke, pollen, dirt, dust and/or toxic agents/chemicals

(Reasonable accommodations will be made for otherwise qualified individuals with a disability.)

RESIDENCY REQUIREMENTS

In accordance with the City's Charter, all employees shall reside within Volusia County, Florida, or if outside of Volusia County, Florida, within thirty (30) driving miles of the municipal limits of Holly Hill, Florida.

November 2011