

**Village of Essex Junction
Job Classification Description**

WATER SYSTEM TECHNICIAN

GRADE 5

BASIC FUNCTION

To perform a variety of tasks related to the maintenance and repair of the Village water system; to assist as assigned with other Village Public Works functions.

CHARACTERISTIC DUTIES & RESPONSIBILITIES

> Primary

- < Take the lead in installing and repairing water service lines, including operation of heavy equipment to dig water pipes. Take the lead with/carry out the detection of leaks and troubleshooting of other problems with water lines.
- < Read, install and repair water meters.
- < Mark out Village infrastructure for excavation permits.
- < Install, paint, flush, and repair hydrants; cut grass and shovel snow to keep hydrants accessible.
- < Maintain water truck tool inventory.
- < Troubleshoot water quality problems, such as off-color or odd-tasting or smelling water.
- < Order and maintain an appropriate inventory of supplies/materials.
- < Maintain and repair pumps, meters and other water system equipment.
- < Keep water, sewer and hydrant maps up to date, including break maps.
- < Plowing and sanding/salting.

>Secondary

- < Assist as needed with other Public Works functions, such as street work, buildings, grounds and the like.

Water System Technician (continued)

SUPERVISION RECEIVED

Moderate supervision is received from the Public Works Superintendent.

QUALIFICATIONS

- < Basic education (high school) plus four to five years of relevant work experience, or a combination of education and experience from which comparable knowledge and skills are acquired.
- < A valid Commercial Driver's License (CDL) is required.
- < Maintain valid Water Distribution License.
- < Experience operating bucket loader or similar heavy equipment.
- < Good basic mechanical skills, with good working knowledge of pumps/plumbing. Ability to use a variety of hand tools. Directly related experience in water systems operations desirable.
- < Ability to work independently and be a self-starter.
- < Ability to deal with citizen concerns in a timely and respectable manner.
- < Basic reading, writing and math skills.
- < Physical ability to perform all primary job duties.

DISCLAIMER: The above information is intended to describe the general nature of this position and is not to be considered a complete statement of duties, responsibilities and requirements.

EMPLOYEE ACKNOWLEDGMENT

I acknowledge that I have received this job description. I understand the job to which I am assigned and acknowledge that I can perform the primary duties and responsibilities of the position. I further understand that management has the right to assign job duties and may update the job description from time to time.

Name: _____

Signature: _____

Date: _____