

Water Distribution Worker

FLSA Status:
Bargaining Unit:

Covered
District Council of Trade Unions (DCTU)

General Summary

Positions in this broad class perform a variety of semi-skilled and skilled tasks in support of the construction, maintenance and operational functions of the City's water distribution system, including installation of new water infrastructure and repair of water leaks and breaks.

Water Distribution Worker, Trainee – 30003750

Distinguishing Characteristics

The Trainee level of this class assists with and learns to perform the full range of Water Distribution Worker tasks under the instruction of a journey Water Distribution Worker and as an active participant in a Water Distribution Worker Training program. The Training program involves classroom instruction plus on-the-job training and work related to specific water and public health protective knowledge and techniques, and construction methods and standards. Education is also required to gain certification as Water Distribution I Operator through the State of Oregon, and Commercial Driver's Licensure.

Typical Duties/Examples of Work

1. Assist journey Water Distribution Worker under the supervision of a Water Operations Mechanic performing live water system maintenance and construction, including water main, service, hydrant and valve installation and repair.
2. Assist journey Water Distribution Worker with water system flushing, small meter replacement, hydrant maintenance, valve maintenance, leak locating, system throttling and shutdowns, urgent response and other limited tasks on the live water system.
3. Assists in and learns to dig holes and trenches; shore excavations; back-fill trenches and holes with hand tools for pipe repair and installation.
4. Operates a pickup truck, passenger vehicle or smaller automotive equipment, front-end loaders, and plows; may transport fellow employees, tools, debris and other work-related items.

5. Operates CDL required vehicles such as 5, 10, and 12-yard dump trucks and service trucks, once a CDL is obtained.
6. Assists with the safe and effective operation of the crane and vector truck; assists with saw cuts, concrete forms and finishing, and paving duties.
7. Assists with setup and performance of traffic controls; place and remove barricades, and flag traffic.
8. Assists with specialty installation methods such as Insta-Valve installation, patent tap machine, and trenchless excavation techniques.
9. Assists journey level Utility Workers and Water Operations Mechanics in performing manual tasks; learns to use a variety of hand and power tools.
10. Assists in and learns to perform miscellaneous duties around storage yards and buildings; patrol and clean area, loads and unloads trucks; store materials; check tools in and out, clean tools; wash and gas trucks.
11. Delivers shut-off notices, boil water notices, and addresses customer questions as necessary.
12. Reads system maps, plans and work orders; assists in obtaining supplies; complete forms and write simple reports.
13. Performs related duties as assigned.

Required Knowledge, Skills And Abilities:

Knowledge of: safe and effective use of a variety of power and hand tools.

Ability to: Obtain a Commercial Driver's License within 6 months of hire and to obtain a Water Distribution I Certification within 18 months of hire. Lift up to 70 pounds, in and out of service truck bed; carry up to 50 pounds from service truck to excavation site; drag heavy materials from service truck to excavation site; work for long periods of time in confined space; stand for long periods of time; squat or kneel during the performance of job tasks; work in a variety of weather conditions; climb in and out of service truck bed and excavations multiple times during a day; ascend and descend ladders; develop regulatory and practical knowledge necessary to understand and apply public health and water system maintenance and construction principles; understand and follow oral and simple written instructions; establish and maintain effective working relationships on work assignments; learn and apply safe work practices; write legibly and fill out simple forms with training; perform simple math calculations (addition, subtraction, multiplication and division).

Some skill in: using common hand tools and simple power tools applicable to the work; communicating effectively with the public and co-workers.

Special Requirements:

Ability to obtain a Commercial Driver's License within 6 months of hire.

Ability to obtain a Water Distribution I certification from the Oregon Health Authority within 18 months of hire.

Classification History:

Adopted: 07-01-2022

Water Distribution Worker - 30003751**Distinguishing Characteristics**

The Water Distribution Worker is the journey level and performs multiple skilled and semi-skilled tasks in support of a variety of water system-specific and general construction, maintenance, and operational functions.

Water Distribution Worker differs from Water Distribution Worker, Trainee as the journey level requires completion of a training program, a Class A Commercial Driver's License, and a Water Distribution I Certification.

Water Distribution Worker is distinguished from Water Operations Mechanic in that the latter leads crews in the planning and execution of water system maintenance, repair and installation work while ensuring adherence to water quality, traffic control, and all safety regulations.

Water Distribution Worker is distinguished from Automotive Equipment Operator I in that the former is required to maintain Water Distribution I certification, completion of an Training program and meeting continuing education requirements.

Typical Duties/Examples of Work

1. Performs water system maintenance and construction work on the live water system under the guidance of a Water Operations Mechanic, including main installation and repair, service installation and repair, hydrant installation and repair, valve installation and repair, meter installation and repair, and other water distribution system tasks.
2. Performs water system flushing, small meter replacement, hydrant maintenance, valve maintenance, leak locating, system throttling and shutdown, urgent response and other limited tasks on the live water system without supervisor (requires Water Distribution I Certification).
3. Drives CDL-required utility trucks and trailers including 5, 10, 12, and 15 yard dump trucks, transports materials equipment and crew members to work site, and assists in the work performed; drives and operates front end loaders, paving rollers, fork lifts, concrete saws, snow plows, sanding equipment as necessary; loads and unloads equipment, tools and materials; cleans and maintains tools; stocks parts; maintains inventory; operates a variety of motorized equipment and hand and power tools.
4. Provides utility emergency and customer service response; investigates complaints and/or requests services; performs water system utility locates as necessary to respond to requests from the Oregon Utility Notification Center

in compliance with Oregon Dig Laws, assists other bureaus in determining cause and location of damaged utility line or service to minimize damage to property owner or the City; records information and makes appropriate referral.

5. Performs pre- and post-trip safety inspection of vehicles; performs minor servicing adjustment and repair of equipment operated; reports any maintenance or repair needs; maintains safe work environments; Performs minor maintenance and repair activities on assigned tools and equipment.
6. Operates compressors and a variety of air tools, power articulated tools and miscellaneous small hand and power tools; operates sandblasting machine, pressure washing machine, chipping gun, hydraulic saws, forklift, paving box, shoulder machine, roto-tiller, jackhammer, and other trades equipment; assists with emulsion distribution equipment including emulsion tank and spray, and crack sealer.
7. Performs saw cuts with large and small concrete saws and ensures proper removal and disposal of slurry in the preparation of jobsites for excavation.
8. Performs spotting and rigging duties for the crane truck operator.
9. Performs manual labor ground activities such as digging, grading, raking on a patch crew, squeegeeing on slurry seal and crack seal crew, hydro-excavator wand, pipe saw, and assists with the operation of the patent tap machine, directional drill, trenchless installation equipment, and valve insertion procedures.
10. Sets up work zone traffic control; flags traffic; operates vehicle with crash attenuator.
11. Performs street, sidewalk and other right of way restoration work utilizing paving, concrete, and landscape tools and equipment including asphalt raking.
12. Works closely with journey trades person such as carpenters, electricians, finishers, operators and others in repair, cleaning, and maintaining city infrastructure including service lines, structures, trees and landscapes. Sets forms for sidewalks and street levels to meet federal requirements; works with back hoe crew including hand digging and lifting concrete blocks.
13. Maintains equipment and materials, oversees and executes scheduling and delivery of specialty equipment such as the patent tap machine, valve insertion equipment, and air saw. Oversees scheduling and delivery of materials including pipe, valves, meters, and fittings to job sites.

14. Reads and interprets water system and other utility maps, plans, and procedures.
15. Delivers shut-off notices, boil water notices, and addresses customer questions as necessary. Responds to questions from citizens; explains reasons for job site creation; explains city policy and procedures or refers citizens to the proper staff.
16. Operates two-way radio; assists with leadership and training of crews; oversees the work of unskilled crew members.
17. Performs related duties as assigned.

Required Knowledge, Skills and Abilities

Knowledge of: laws and safe practices in the operation of the water distribution system, including water quality and public health practices and principles, thrust restraint principals, safe practices and operation of automotive vehicles, work zone traffic control standards and methods; standard methods, materials, tools, and equipment used in the construction and maintenance of the water system and right of way restoration as well as general construction principals; safe and effective use of a variety of power and hand tools; right of way restoration methods and requirements, leadership methods; city infrastructure and related utilities; safe and effective work zone traffic control; emergency response techniques.

Ability to: safely and effectively operate both passenger vehicles and CDL-required equipment, safely and effectively use a variety of tools and equipment; understand fundamental water quality threats and protocols to protect the public health; recognize choices and apply effective solutions; learn specialized equipment and technologies, materials, procedures; obtain required certification from the Oregon Health Authority; obtain certificates needed for specific assignments; read quarter section maps; troubleshoot tools and equipment; problem solve and make independent decisions; perform work in confined spaces, heights, ditches, and cramped conditions; work autonomously or with a crew to achieve water system tasks.

Skill in: executing water system construction methods and maintenance practices for the water system; adhering to water quality best practices to protect the public health; following oral and written instructions; recording and completing simple reports; operating CDL-required and passenger vehicles; reading maps and simple construction plans; using and caring for the tools, equipment, and materials of the construction and maintenance trades, communicating effectively with the public and co-workers.

Special Requirements

Water Distribution I Certification issued by the Oregon Health Authority; Valid Class "A" Commercial Driver's License; some positions require additional endorsements, certifications, and/or licenses.

Classification History:

Adopted: 07-01-2022

Working Conditions

Work in this class is typically performed in a field environment. Incumbent is typically required to negotiate rough terrain; to lift up to 75 pounds; to work outdoors in all weather conditions; to be called back to work during emergencies; to work in and around traffic, work site equipment or machinery; to work at heights or in confined spaces; to be exposed to hazardous materials; to wear protective gear.