

POSITION DESCRIPTION CITY OF ROCK FALLS

POSITION: Water Department Full Time Distribution Laborer

REPORTS TO: Director of the Water Department

LIGHT DUTY AVAILABLE: Light duty not available.

PRIMARY RESPONSIBILITIES

- Daily operation and maintenance of the water plant and related equipment.
- Perform laboratory testing and accurately interpret the results.
- Diagnose and repair department equipment and vehicles
- Install and fit pipelines; make water line taps; install water services, fire hydrants, valves and other water devices as required.
- Excavate trenches and install shoring
- Identify service and main leaks; operate pipe locators; install and inspect backflow devices and new construction.
- Read and update water distribution maps/GIS and as-built plans and blueprints.
- Perform emergency repairs to water lines as necessary; establish proper traffic control devices.
- Repair, maintain and install water meters and related service lines; read meters; turn services off and on as necessary.
- Perform underground service alert locating, marking and notification. (JULIE)
- Be assigned to stand-by for after-hours calls on a rotating basis.
- Maintain Water Department grounds and buildings.
- All other duties as may be assigned from time to time.

QUALIFICATIONS:

- Valid Class A Commercial Driver's License (CDL) with air brakes
- High School diploma or equivalent
- Good physical condition

KNOWLEDGE OF:

- Principles and practices of water distribution maintenance and repair.
- Common tools, materials and motorized vehicles and equipment used in the maintenance and repair of a water distribution system.
- Pumps, valves and backflow devices.
- Safe work practices and policies.

ABILITY TO:

- Work with a variety of hand and power tools
- Operate heavy equipment.
- Perform heavy manual labor and have the ability to lift fifty (50) pounds above waist.
- Work in a variety of climates for long periods of time
- Work in confined spaces.
- Descend and ascend a thirty foot ladder.
- Communicate clearly and concisely, both orally and in writing.
- Understand and follow oral and written instructions.
- Be available to be assigned to standby to respond to any emergency after working hours.
- Work independently and well as a team member.

PHYSICAL DEMANDS

Primary functions require sufficient physical ability and mobility to work in an outside environment; to walk, stand, and sit for prolonged periods of time; to frequently stoop, bend, kneel, crouch, crawl, climb, reach, twist, grasp and make repetitive hand movement in the performance of daily duties; to climb unusual heights on

ladders; to lift, carry, push, and/or pull moderate to heavy amounts of weight (50 lbs); to operate assigned equipment and vehicles; and to verbally communicate to exchange information.

WORK ENVIROMENT

Work is performed primarily in an outdoor environment with exposure to noise, dust, grease, smoke, fumes, noxious odors gases, mechanical and electrical hazards, and all types of weather and temperature conditions; work in or around water; exposure to hazardous traffic conditions; work and/or walk on various types of surfaces including slippery or uneven surfaces and rough terrain; work at heights and in confined spaces. Emergency and public calls may be after hours including evenings and weekends.

APPROVED BY:

City Council

Date February 19th, 2019