

<b>CITY OF CEDAR RAPIDS POSITION PROFILE</b>	<b>JOB CODE #/TITLE:</b> AF170 Water Systems Maintenance Repair Worker I
<b>POSITION #/TITLE:</b> 0410, 0681, 0778, 1087, 1098, 1373, 2108, 2128 Water Systems Maintenance Repair Worker I	<b>Adopted:</b> 11-11
	<b>Revised:</b> 03-16

<b>POSITION DESCRIPTION</b>
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<b>Dept /Division:</b> Utilities/Water	<b>Manager Level:</b> Non-Manager
<b>Salary Plan/Description:</b> AFS/AFSCME	<b>Salary Grade:</b> 26
<b>Reports To Position #/Job Code #/JC Title:</b> 0010/NB295/Water Distribution System Supervisor	<b>Dotted-line Reports To Position #/Job Code #/JC Title:</b>
<b>FLSA Status:</b> Non-Exempt	<b>City Overtime Status (Employee Type):</b> Non-Exempt (Exception Hourly)
<b>Physical Demand Rating:</b> Very Heavy	<b>Work Environment:</b> Uncontrolled
<b>Pre-employment Testing:</b> Drug and health screening after contingent offer.	<b>Position Testing:</b> Physical Qualifications, Knowledge Test, Skills Test
<b>Personal Protective Equipment:</b> Eye, Face, Hand, Head, Reflective Vest, Foot, Hearing, Protective Clothing, Gas Monitor, Welding PPE, Trench Protection	

<b>General Statement of Duties</b>
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Provides labor and technical services to sustain a continuing program of water supply and distribution.

<b>Distinguishing Features of the Class</b>
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Works under general supervision; work is largely prescribed and routinized through assignments but considerable independence may be given to experienced workers in this class.

<b>Examples of Essential Work (Illustrative Only)</b>
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Performs the installation, maintenance and repair of valves, hydrants, water mains, service lines and related structures;  
Repairs damage caused by construction and maintenance activities;  
Drives and unloads trucks;  
Makes service taps and main taps;  
Performs emergency and routine repairs as necessary during time periods outside normal work hours;  
Wears and properly uses all safety equipment including personal protective, trench protection, fall protection, self-contained breathing apparatus and gas detection equipment;  
Inspects work of contractors to ensure compliance with specified standards;  
Unloads pipe and fittings;  
Locates leaks;  
Performs all work duties and activities in accordance with City policies, procedures and safety practices;  
Attends work regularly at the designated place and time;  
Supports continuous process improvement initiatives;  
Performs related work as required.

### **Required Knowledge and Abilities**

Knowledge of methods and techniques effective in the installation, maintenance and repair of valves, hydrants, water mains, service lines, streets, yards and related structures in a water distribution system; Knowledge of safety standards and practices, including OSHA permit required confined space entry protocol, right-to-know law, trenching and excavating, CPR and First Aid; Knowledge of and ability to properly utilize the following equipment and tools: personal protective equipment, gas detectors, self-contained breathing apparatus, air, hydraulic and electric tools, hand tools, tapping equipment, air compressor, pumps, trucks and other tools necessary to complete work in the maintenance, installation and repair of the water distribution system; Skill in accurately taking and recording measurements, and performing mathematical calculations; Skill in application of specified knowledge of maintenance, repair methods and techniques in a water distribution system; Ability to read, write and understand the specialized vocabulary of a water distribution system; Ability to develop and use empathetic listening skill, communicate with clarity and maintain an attitude that conveys respect, assistance, honesty and resourcefulness; Ability to handle customer information with tact and discretion; Ability to operate a personal computer using program applications appropriate to assigned duties and responsibilities; Ability to work cooperatively and to maintain effective working relationships to accomplish job responsibilities; Ability to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology; Ingenuity and inventiveness in the performance of assigned tasks.

### **Acceptable Experience and Training**

Minimum of one year experience in the maintenance or operation of a water system or a related construction field; or  
Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work.

### **Required Special Qualifications**

Valid Iowa Commercial Driver's License (Class B) with appropriate endorsements and valid Medical Examiners Certificate.  
State of Iowa Water Distribution Grade II Certificate and pass internal proficiency examination.

### **Essential Physical Abilities**

Requires the following with or without reasonable accommodation:  
Sufficient clarity of speech and hearing, which permits the employee to communicate effectively;  
Sufficient vision, which permits the employee to operate equipment and tools;  
Sufficient manual dexterity, which permits the employee to operate equipment;  
Sufficient mobility and personal reflexes, which permits the employee to perform in a confined space;  
Sufficient physical abilities which permits the employee to wear and use personal protective equipment.