

<b>CITY OF CEDAR RAPIDS POSITION PROFILE</b>	<b>JOB CODE #/TITLE:</b> AF176 Water Systems Maintenance-Repair Worker II
<b>POSITION #/TITLE:</b> 0093, 0168, 1088, 1114 Water System Maintenance Repair Worker II	<b>Adopted:</b> 07-97
	<b>Revised:</b> 03-16

<b>POSITION DESCRIPTION</b>
-----------------------------

<b>Dept /Division:</b> Utilities/Water	<b>Manager Level:</b> Lead Worker
<b>Salary Plan/Description:</b> AFS/AFSCME	<b>Salary Grade:</b> 29
<b>Reports To Position #/Job Code #/JC Title:</b> 0010/NB295/Wtr 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, physical function testing. Written Qualifications/Skills Exam.
<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>
------------------------------------

Provides technical, inspection and supervisory maintenance services to sustain a continuing program of water supply and distribution to the City.

<b>Distinguishing Features of the Class</b>
---

Exercise considerable discretion in work method and scheduling, and in assignment of tasks to subordinates. The Water System Maintenance-Repair Worker II classification is distinguished from the Water System Maintenance-Repair Worker I by lead duties in assigned areas.

<b>Examples of Essential Work (Illustrative Only)</b>
---

Supervises and performs repairs, installation and maintenance of hydrants, valves and water lines;  
Operates tapping machine;  
Maintains records of valve and hydrant location and maintenance log;  
Instructs subordinate workers;  
Assumes the supervisory responsibility for work crews in absence of the regularly assigned supervisor;  
Supervises painting of hydrants;  
Makes taps into water mains;  
Investigates leaks in mains and service lines;  
Inspects the construction of water distribution system installation and repairs to ensure compliance with specified standards;  
Reviews materials used and construction procedures for adherence to specifications or accepted standards;  
Serves as the liaison with contractors on proposed changes in methodology or plans, with approval of supervisor;  
Reviews completed construction for compliance with Cedar Rapids Metro Specifications and proper restoration of area;

Takes field measurements and compiles information as needed for recording utility locations and development of as-built records;  
Conducts hydrostatic and leak testing, materials testing, water sampling and utility location;  
Subject to standby duty and performs emergency and routine repairs as necessary during time periods outside normal work hours;  
Operates light and heavy equipment in the installation, maintenance, and repair of valves, hydrants, water mains, service lines and related structures;  
Wears and properly uses all safety equipment including personal protective, trench protection, fall protection, and gas detection equipment;  
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 water mains, service lines, streets, yards and related structures in a water distribution system;  
Skill in application of specified knowledge of maintenance and repair methods and techniques in a water distribution system;  
Skill in work management and in interpersonal relations as applied to lead work role;  
Ability to operate the following equipment and tools: mechanical hand tools, trucks, hydraulic valve opener, valve box and pipe locators, jackhammer, tapping machine, acetylene torch;  
Knowledge of OSHA permit required confined space entry protocol, right-to-know law, trenching and excavating, CPR and First Aid;  
Knowledge of and ability to perform confined space entry, including rescue, using permit required protocol;  
Knowledge 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, air compressor, pumps, trucks and other tools necessary to complete work in the maintenance, installation and repair of a water distribution system;  
Comprehensive knowledge of construction safety hazards and precautions;  
Ability to perform water quality analyses using field laboratory testing instruments;  
Ability to read and comprehend construction blueprints, plans and specifications;  
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 work under general supervision;  
Work is largely prescribed and routinized through assignments;  
Ability to read, write and understand the specialized vocabulary of a water distribution system.  
Ability to communicate effectively and maintain effective working relationships with other City employees, supervisory personnel, engineers, contractors, developers and laboratory personnel and the public both orally and in writing using both technical and non-technical language;  
Ability to operate a personal computer using program applications appropriate to assigned duties and 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**

Graduation from High School or GED, supplemented by training or course work in construction inspection and management; and

Three years experience in maintenance and repair of mechanical hydraulic equipment, including two years of experience in maintenance and repair of water valves, hydrants, main and service lines and related structures; or

Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work.

### **Required Special Qualifications**

Grade I State of Iowa Water Distribution License upon appointment with the ability to obtain Grade II State of Iowa Water Distribution License within one-year of appointment;

Valid Iowa Commercial Driver's License (Class B) with appropriate endorsements and valid Medical Examiners Certificate.

### **Essential Physical Abilities**

Requires the following, with or without reasonable accommodation:

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 physical 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.