

WATER SERVICE TECHNICIAN I

NATURE OF WORK

This is entry-level semi-skilled mechanical work in the installation of water services, repair of water services, installation of water meters, and repair of water meters.

Work involves the performance of entry-level installation and repair work relating to the maintenance of customer water services and water meters. Employees of this class will train under the close supervision of a Water Meter Shop Supervisor or Water Service Supervisor until the difficult phases of work are mastered; Thereafter, this work will be performed with independence and regular assignments and review from their supervisor.

EXAMPLES OF WORK PERFORMED

Removes and resets water meters, installs new water meters, installs and tests water meter registers and electronic reading devices, dismantles and repairs water meters, performs flow testing of water meters, installs and removes valve and fittings associated with water meters, repairs and replaces malfunctioning meter parts and registers, programs electronic hardware to facilitate meter reading.

Performs related inspections for water meter pit installations, water service line installations, water taps, water supply line installations, water meter installations, and construction meter installations.

Operates manual and electric tapping machines for the mechanical tapping of public water mains.

Locates and marks underground water utility appurtenances; provides contractors with accurate location of public water mains and customer water services; utilizes electronic locating equipment designed for locating underground water pipes; records and documents construction locates.

Interacts with customers regarding water meters, water services, complaints, inspections, and locates; delivers quality customer service as part of the troubleshooting and investigations of the daily task assignments relating to the water distribution system.

Sets up and takes down data-logging equipment; performs recordkeeping using electronic data equipment; completes written documentation for daily work orders.

DESIRABLE KNOWLEDGE, ABILITIES, AND SKILLS

Some knowledge of water piping materials, water ordinances or codes, departmental policies affecting the public.

Some knowledge of water schematic plumbing plans and water system operations.

Some knowledge of a municipal water main network.

Ability to keep routine clerical records and make simple mathematical calculations.

Ability to drive and operate light trucks or service vans.

Ability to read and interpret blueprints or plans.

Ability to establish and maintain effective relationships with the public and other employees.

Skill using a keyboard for field data entry using computers or field equipment.

Skill in the use of common manual tools in making minor plumbing and mechanical repair or installation of meters and registers.

MINIMUM QUALIFICATIONS

Graduation from high school plus six months of experience in making minor plumbing repairs and installations, or any equivalent combination of training and experience that provides the desirable knowledge, abilities, and skills.

NECESSARY SPECIAL REQUIREMENT

Possession of a valid driver's license when operating a vehicle is necessary for the satisfactory performance of assigned duties.

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