

# Thermalito Water and Sewer District

## Policy and Procedures

**Job Description: Operations Maintenance Worker - Distribution/Sewer Collection**

### **Definition**

Under direct supervision of the General Foreman or Leadworker, performs a wide variety of semi-skilled duties around the District facilities. Performs repair and maintenance work to the water distribution system and sewer collections.

### **Duties/Qualifications:**

- Follow OSHA safety standards related to District operations.
- Take direction from fellow staff and employees.
- Follow oral and written direction.
- Work with customers handling complaints and questions.
- Fill out work orders and notate meter information.
- May fill in as a temporary meter reader.
- Performs field maintenance on meters.
- Learn the layout of the District and its infrastructure.
- Assists with the installation of service, main lines and meters.
- Assists in the repair, maintenance and replacement of buildings, asphalt and pipelines.
- Operates District vehicles and learns to operate District equipment.
- Uses tools in the repair, replacement and maintenance of buildings, asphalt and pipelines.
- Works directly with fellow crew members to shut down or turn on water mains.
- Cleans around all District facilities including vehicles, offices, yards, parking lots and property.
- Performs any other tasks or assignment given.

These are some of the duties performed by the Operations Maintenance Worker but does not include all duties or assignments that an Operations Maintenance Worker will perform.

### **Physical Requirements:**

- Must be able to carry, push, pull, reach, and lift equipment and parts. The guidelines specify that female employees should not be asked to lift more than 25 pounds on a recurring basis and male employees should not be asked to lift more than 50 pounds.
- Stoops, kneels, crouches, crawls, climbs and lay on back for long periods at a time while performs repairs and maintenance.
- Must work alongside loud equipment such as saws, tractors, trucks and small engines.

## Thermalito Water and Sewer District

### Policy and Procedures

**Job Description:**      **Operations Maintenance Worker – Distribution/Sewer Collection, *continued***

- Stand and walk for extended time periods.
- Works in an environment with exposure to noise, dust, dirt, mud, water, sewer, snow, rain and significant temperature changes between cold and heat.
- Exposure to fumes such as gas, chlorine and dust.

**Required Qualifications:**

- California Class A Drivers License.
- State of California Distribution License Grade 2.
- High School diploma or equivalent.
- Prior work experience in water distribution, sewer collection or construction.

**License/Certificate Registration Requirement:**

***Driver License:*** Possession of a valid California Class A and C Driver License.

***Distribution Certification:*** California State Distribution License – Grade 2

**Failure to obtain and maintain such required license(s) will be cause for disciplinary action. Individuals who do not meet these requirements due to a physical disability will be considered for accommodation on a case-by-case basis.**