

CITY OF WASHINGTON
POSITION CLASS SPECIFICATION

PUBLIC WORKS LABORER
WATER & SEWER MAINTENANCE DIVISION

NATURE OF WORK

Appointed by the City Administrator, and under the direction and direct supervision of the Water & Sewer Maintenance Supervisor, this position performs various manual tasks and operates assorted equipment in the daily and seasonal operations of the City. The Division is responsible for routine and emergency repair and maintenance of the City's water supply distribution and sanitary sewage collection systems.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Follows all safety precautions necessary in operating equipment in a safe and efficient manner.

Assists with emergency repair of water main breaks and leaks.

Performs routine and emergency sewer cleaning.

Performs routine water hydrant flushing and flow testing.

Performs routine water system valve maintenance.

Performs routine inspections, cleaning and maintenance of sewage pump stations.

Responds to and investigates routine and emergency citizen complaints related to water and sewer service.

Assists with the repair and replacement of water main pipes, valves, fittings and hydrants.

Assists with the repair and replacement of sewer pipes and manholes.

PERIPHERAL DUTIES

Assists in the City's snow plowing and ice control program.

Assists with maintenance of City buildings and grounds.

Assists in storm damage control and clean-up activities within the City.

REQUIREMENTS OF WORK

Education and Experience:

Graduation from a standard senior high school or GED equivalent.

Knowledge, Skills and Abilities:

Ability to work safely.

Ability to operate various equipment including dump truck, sewer jetter/hydro-excavator, portable engine driven pump, jackhammer, air compressor, concrete saw, chain saw and pipe-cutter.

Ability to perform basic math computations using addition, subtraction, multiplication and division.

Ability to perform linear measurements.

Ability to make plan and profile view sketches of water mains and sewer lines.

Ability to communicate effectively both verbally and in writing.

Ability to understand and carry out written and oral instructions.

Ability to work un-scheduled overtime, including weekends and holidays.

Ability to work independently with minimum oversight.

Ability to establish and maintain effective working relationships with fellow employees, and other departments and the public.

SPECIAL REQUIREMENTS

A valid Illinois State motor vehicle operator's license and a valid Commercial Driver's License (CDL), or ability to obtain within one month of employment.

Must live within proximity of the City of Washington to enable employee to report to work within 15 minutes of being contacted during off-duty hours.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed primarily in an outdoor setting. Hand-eye coordination is necessary to operate the tools and equipment.

While performing the duties of this job, the employee is frequently required to stand; walk; use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is often required to sit; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and smell.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to one hundred fifty (150) pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee frequently works in outside weather conditions. The employee often works near moving mechanical equipment and in open excavations up to 15 feet in depth and is often exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration.

The noise level in the work environment is often moderate to loud.