

MAJOR FUNCTION

This is technical work checking water leaks and determining the severity of the leaks. The incumbent assigns crew or crews to repair leaks based on size of leaks and location of leaks that might impact on traffic, property damage, water outages and public hazards. The incumbent is expected to exercise independent judgment and initiatives in the performance of work tasks. The work is performed under the general supervision of a Maintenance Construction Chief who reviews the work through inspections, reports, meetings and by results attained.

ESSENTIAL AND OTHER IMPORTANT JOB DUTIES**Essential Duties**

Uses special electronic location and leak detection equipment to locate and mark water mains and services. Drives vehicle(s) that are essential to the performance of the duties of this position. Inspects sites of each water leak call. Determines the class of the leak, hazards involved, personnel and equipment necessary to complete project. Determines if other utilities, i.e., gas, telephone, electric, sewer, TV cable, must be called before crews can begin work. Assigns the crew(s) to perform the work. May supervise a number of crews and equipment used in the absence of the Maintenance Construction Chief. May assist in conducting performance evaluations and assists in the recommendations for approval or disapproval of merit increases. Assists in recommending the hiring, transfer, lay-off, recall promotion or discipline of employees. Follows up on work site complaints. Informs the citizens if there is going to be a water outage and approximate length of time of the outage. Performs related work as required.

Other Important Duties

Secures asphalt patch orders from crews(s) for the Street and Drainage Division and logs all data in Water Division's record book. Checks crews for proper use of safety equipment during water leak repairs. Performs related work as required.

DESIRABLE QUALIFICATIONS**Knowledge, Abilities and Skills**

Considerable knowledge of the City's water system regarding the sizes of pipes used in all areas of the City. Considerable knowledge of the different kinds of equipment used to repair water leaks. Considerable knowledge of engineering drawings. Considerable knowledge of the electronic equipment used to locate and detect water leaks. Knowledge of materials and techniques on various types of repairs on fire hydrants, water transmission and distribution lines, valves and service lines. Ability to read and interpret as-builts. Ability to judge the severity of the situation at the water leak site. Ability to communicate effectively orally and in writing. Ability to resolve customer complaints fairly and equitably. Ability to prepare and maintain a variety of reports and records. Ability to establish and maintain effective working relationships as necessitated by the work.

Minimum Training and Experience

Possession of a high school diploma or an equivalent recognized certificate and four years of experience that includes the construction and maintenance of water mains, taps, meters, and valves; or an equivalent combination of training and experience. One year of the required experience must have been in a supervisory capacity.

Necessary Special Requirements

Must possess the appropriate State Commercial Driver's License (CDL) and endorsement(s) at the time of appointment, or must have passed the appropriate written CDL test/endorsement(s) and obtained a CDL permit at the time of appointment and obtain the appropriate CDL licensure within 60 calendar days from date of employment as a condition for continued employment.

Must possess a work zone safety certification in accordance with Florida Department of Transportation within six months of employment as a condition of continued employment.

Must be a certified job site "competent person" in accordance with OSHA regulations within six months of employment as a condition of continued employment.

Must possess at the time of application and maintain a valid Water Distribution System Operator Level III license in accordance with the Florida Department of Environmental Protection regulations, as a condition of continued employment.

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