

Town of Williston Job Classification Description

WATER/SEWER TECHNICIAN

Grade 3

BASIC FUNCTION

To perform a variety of tasks related to the maintenance and repair of the Town water distribution and sewage collection systems. Assist with general public works activities as needed.

CHARACTERISTICS, DUTIES & RESPONSIBILITIES

- Check, maintain, troubleshoot problems with, and repair sewer lines and pump stations, and water distribution lines and pumps not maintained by the Champlain Water District.
- Inspect new construction of water and sewer services, ensuring compliance with relevant codes.
- Inspect new residential construction for compliance with Certificates of Occupancy.
- Read water meters four times per year.
- Install new meters and repair malfunctioning meters.
- Keep water and sewer maps and other documentation updated.
- Perform light maintenance on small power equipment, light trucks and Town vehicles.
- Install, paint, flush, and repair hydrants; cut grass and shovel snow to keep hydrants accessible.
- Assist in responding to customer problems or complaints.
- Plow and remove snow as needed.
- Assist as needed with other Public Works functions, such as plowing and sanding/salting in winter, grounds and street work in summer, and the like.
- Keep current on water and sewer industry standards.
- Participate in the water and sewer rotational on-call program.

SUPERVISION RECEIVED

Moderate supervision is received from the Water/Sewer Foreman.

QUALIFICATIONS

Basic education (high school) plus two to three years of relevant work experience, or a combination of education and experience from which comparable knowledge and skills are acquired.

- Good basic mechanical skills, with good working knowledge of pumps/plumbing. Ability to use a variety of hand tools. Directly related experience in water systems operations desirable.
- Basic reading, writing and math skills.
- Valid Vt. CDL Driver's license, ability to drive a truck.
- Physical ability to perform all job duties.
- The ability to acquire a Vermont Public Water Systems Operators License (Class D) within 24 months of hire.

This job description does not constitute an employment agreement between the employer and the employee. It is used as a guide for personnel actions and is subject to change by the employer as the needs of the employer and requirements of the job change.

Amended: July 1997

Revised: February 2007