

City of Signal Hill

Senior Water Utility Worker

Bargaining Unit: SHEA

Date: October 07, 2008

Revision Date: June 10, 2025

CENTRAL PURPOSE OF JOB

Under general supervision, serves as a lead worker regularly leading a small crew of Maintenance Workers; operates a variety of heavy equipment in construction and maintenance; and performs a variety of skilled tasks in the maintenance and operations of City water distribution system.

DISTINGUISHING CHARACTERISTICS:

This is the advanced journey level in the Water Maintenance Worker class series. Positions in this class are distinguished from those in the Water Maintenance Worker class by the frequent performance of the most complex and difficult field maintenance activities, lead supervisory responsibilities and frequent operation of heavy equipment in the most complex work situations.

Essential Functions

Essential functions, as defined under the Americans with Disabilities Act, may include, but are not limited to the following characteristic duties, responsibilities, knowledge, skills and other characteristics. The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Lead a crew in the installation, repair, and maintenance of the City water distribution system; assign and evaluate work; coordinate activities with other City divisions and departments as well as outside agencies and the public.
- Prepare operation and maintenance reports.
- Operate a variety of heavy construction equipment in the installation, operation and maintenance of the City distribution water system including backhoes, boom trucks and loaders.
- Install mains, hydrant valves, meters and meter boxes.
- Locate, excavate and repair leaks in mains and other lines; operate and repair valves and hydrants as needed.
- Clean, repair and maintain lift stations, booster pumps, and water storage facilities.
- Operate the City water treatment systems; take samples; monitor and maintain adequate water levels in City storage facilities.
- Maintain records of activities as required by applicable laws and regulations.

MARGINAL FUNCTIONS

- Respond to emergency calls; subject to call back at any time.
- Perform various related duties as required.

Minimum Training and Experience

Any combination of education, training, and work experience to demonstrate possession of the knowledge, skills, and abilities to successfully perform in the position is qualifying. A typical way of obtaining the required qualifications is to possess:

Experience: One (1) year experience performing maintenance work comparable to those of a Signal Hill Water Maintenance Worker.

Education/Training: High school diploma or equivalent.

Licenses and Certificates:

- Valid Class C California driver license, acceptable driving record, and evidence of insurance are required.
- Class B California drivers' license is required upon completion of one-year probationary period.
- Possession of a State of California Water Resources Control Board Grade II Certificate and Water Distribution Grade I Certificate are required.
- *For Water Utility Worker Grade I classification, a California State Water Resources Control Board issued Water Distribution Grade D1 Certificate is required with your application.*
- *For a Water Utility Worker Grade II classification, a California State Water Resources Control Board issued Water Distribution Operator Grade D2 Certificate is required with your application AND a California State Water Resources Control Board issued Water Treatment Operator Grade T2 certificate is required (or the ability to obtain a Water Treatment Operator T2 certificate within the first 12 months of employment).*

Desirable Qualifications: A State of California Water Resources Control Board Water Distribution Operator Grade II Certificate is highly desirable.

Position requires standby duty upon approval from Water Superintendent and is subject to call-out during regular off-time hours to assist in emergency repair and maintenance situations according to guidelines in place as outlined in the applicable Personnel Rules and Memorandum of Understanding (MOU).

Knowledge and Abilities Required to Perform Essential Job Functions

Knowledge of:

- Techniques for estimating job requirements in terms of manpower, time, materials and equipment.
- Methods, techniques and tools and the operational characteristics of heavy construction and mechanical equipment used in the construction and maintenance of water service facilities.
- Hazards associated with the work and proper safety precautions.
- Traffic laws, ordinances, and rules involved in truck and heavy equipment operations.
- Purposes and uses of a variety of vehicles, equipment, power tools and hand tools including motorized, pneumatic and hydraulic equipment.
- Standard and complex procedures and methods used in water operations.

Mathematical Ability:

- Ability to add, subtract, multiply and divide.
- Ability to calculate percentages, fractions and decimals.

Judgment and Situational Reasoning Ability:

- Ability to apply functional reasoning in performing semi-routine functions involving standardized work with some choice of action.
- Ability to exercise independent judgment, decisiveness and creativity in situations involving a variety of pre-defined duties subject to frequent change.
- Ability to mix chemicals and cleaning solutions.
- Ability to assemble, copy, record and transcribe data and information, following a prescribed plan; ability to compare, count, differentiate, measure and/or sort data and information.

Language Ability and Interpersonal Communication:

- Ability to utilize and comprehend a variety of reference data and information, such as billings, production orders, operating instructions, schedules, records, basic maps, blueprints, construction drawings and schematics.
- Ability to communicate effectively with coworkers and the general public.
- Ability to advise and provide interpretation to others how to apply policies, procedures and standards to specific situations.
- Ability to persuade, convince and/or train others, including the ability to act in a lead worker capacity.
- Ability to keep records and prepare reports.

Physical Requirements:

- Ability to operate heavy equipment and machinery requiring complex and rapid adjustments, such as the use of hand tools, mechanical equipment, power tools, and the operation of vehicles in a safe and effective manner.
- Ability to coordinate eyes, hands, feet and limbs in performing skilled movements, such as assembling, drilling, grinding, cutting, painting or the operation of heavy equipment.

- Ability to exert heavy physical effort in moderate to heavy work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing, and pulling.
- Ability to lift, push and pull 50 pounds.

Supervisory Responsibilities:

- Ability to assign, review, plan and coordinate the work of other employees.
- Ability to provide instruction and guidance to staff.
- Ability to assess the work of employees and write performance appraisals.

Environmental Adaptability:

- Ability to work under mildly safe and uncomfortable conditions where exposure to environmental factors, such as temperature variations, odors, toxic agents, violence, noise, vibrations, wetness, machinery, disease and/or dust may cause discomfort and where there is a risk of injury, requiring extended recovery time.
- Ability to work indoors and outdoors with varied environmental demands.

ADDITIONAL INFORMATION

Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications may not include all duties performed by individuals within a classification. In addition, specifications are intended to outline the minimum qualifications necessary for entry into the class and do not necessarily convey the final qualifications of incumbents within the position.

Pursuant to California Government Code Section 3100, all public employees are required to serve as disaster service workers subject to such disaster service activities as may be assigned to them by their supervisor or by law.