

Middletown, CT Job Description

Classification Title	Utilities Worker, Senior
Job Code	
Department	Water & Sewer
Union Group	AFSCME 466
FLSA Status	
Pay Grade	

PURPOSE OF POSITION

The purpose of this position is to operate light and heavy equipment, and to train lead workers of lower grades ~~in their job functions~~ in the performance of maintenance and repair functions for the Water & Sewer system and appurtenances ~~including treatment plants, pump stations, storage tanks, reservoirs, wells, and well fields and watersheds. The work is performed under the direction of the Field Maintenance Manager, or designee.~~

ESSENTIAL DUTIES & RESPONSIBILITIES

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this job. Employees may be requested to perform job-related tasks other than those specifically presented in this description.

- Acts as lead worker and trains workers of lower grades in the performance of their job functions. Maintains job site. Adapts to changing work load. Assigns personnel to handle changes. Ensures compliance with OSHA safety standards.
- ~~Communicates directly with Supervisors regarding necessary repairs on the water & sewer system and appurtenance and equipment.~~ Performs CDL safety check of vehicles. Transports equipment to and from job sites.
- Performs repair work to address emergency situations including main repair, ~~and~~ blockages and pump station failures. ~~;~~ ~~and~~ Performs routine inspections of pump stations.
- Repairs and removes damaged station equipment, pumps, valves, switches, etc.
- ~~Communicates with the public during times of emergency.~~ Communicates with contractors on job sites. Provides instruction.
- Vacuums out heavy sludge from sewer wet ~~wells; removes wells.~~ Removes raw sewage trapped on bar screens.
- Operates and maintains department light and heavy equipment.
- Installs water & sewer mains, valves, hydrants, sewers, ~~-laterals,~~ manholes, etc.

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- ~~Performs minor electrical repairs; performs plumbing repairs and fabrication.~~ Assists electrician with installation of electrical components.
- Removes snow and ice from water and sewer properties.
- Maintains a variety of records and logs, which includes ~~including, but not limited to,~~ confined space records, pump station and system maintenance records, sewer line cleaning and video inspection logs.
- ~~Performs duties and tasks of lower Utility grades.~~ Performs video inspection of sewer mains/storm drains. Performs backflow testing.
- ~~Performs tasks as required utilizing heavy equipment.~~ Lays asphalt on roadways and paves trenches.
- ~~Cleans and repairs manholes; Cleans basements damages due to sewer back-ups.~~
- ~~Performs other related functions as assigned or required.~~
- ~~Following standard procedures, organizes work assignments, determines needed workers, equipment and materials for projects in construction, repair and maintenance work.~~
- ~~Examines location of work site and determines method and safety requirements necessary to halt flow of water or sewage.~~
- ~~Assigns workers to equipment operation and manual labor; reviews work in progress and reassigns workers as needed.~~
- ~~Maintains field log books; May inspect installation work performed by private contractors to assure conformity with City requirements.~~
- ~~Maintains records of materials, work, equipment maintenance and time.~~
- ~~Responds to complaints or requests from public.~~
- ~~Recommends work procedure changes to supervisor.~~
- ~~May install water meters in residential or commercial properties as needed.~~
- ~~May lead seasonal and other employees in a variety of field operations including: construction, maintenance and repair work. May train other employees in job tasks and in the use of equipment, materials and safety procedures.~~

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- Maintains availability to respond to departmental emergency situations on a rotating, on-call basis or as determined by the Deputy Director or designee.
- Perform other related duties as assigned.

MINIMUM JOB QUALIFICATIONS

Education and Experience

High school diploma or equivalent and one year of water or sewer utility maintenance experience, two years experience operating heavy construction equipment., or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Appropriate education substitutions can be made.

Other

- Must possess a valid Class A Commercial Drivers License (CDL) with tank endorsement (N); and the ability to obtain, if required, a State of Connecticut DEP collection certification. Must have a Class I Water Distribution Operation Certificate; or the ability to obtain within two years of appointment to the position. Must have Connecticut Backflow Device Preventer Tester and a Cross Connection Survey Inspector certifications, or the ability to obtain within one year of appointment. If required by the DEP at a future date, must have the ability to obtain a State of Connecticut DEP Collection Certification.

PREFERRED QUALIFICATIONS

[None](#)

KNOWLEDGE, SKILLS, and ABILITIES

- ~~Requires the a~~Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and diagnose. ~~Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.~~
- ~~Requires the a~~Ability to persuade, convince, influence, train and monitor, in favor of a desired outcome. ~~Requires the a~~Ability to act as a lead person.

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- ~~Requires the a~~Ability to utilize a variety of reference, descriptive and/or advisory data and information such as reports, logs, assignment sheets, maps, forms, manuals, diagrams, procedures, guidelines and non-routine correspondence.
- ~~Requires the ability to communicate orally and in writing with the Superintendent and all department personnel, other City departments, fire control, and the public. Ability to operate heavy and light equipment~~
- Ability to calibrate machinery and tools
- ~~Requires the a~~Ability to perform addition, subtraction, multiplication and division; ~~and to calculate percentages and decimals.~~
- Must possess mechanical skills
- Knowledge of electrical and plumbing
- Knowledge of the operation of gas alert systems
- Knowledge of proper paving techniques
- Knowledge of confined space protocols
- Ability to Relate to and interact with a non-traditional and diverse student and employee population
- Ability to Work independently
- Ability to Read, analyze, and interpret standards, policies, procedures, and regulations
- Ability to Handle common inquiries or complaints
- Ability to Apply concepts such as fractions, percentages, ratios, and proportions to practical situations
- Ability to Define problems, collect data, establish facts, and draw valid conclusions
- Ability to Exercise good judgment and focus on detail as required by the job
- Ability to Follow oral and written instructions and procedures
- Ability to Meet schedules and deadlines of the work unit
- Ability to Communicate in English effectively orally and in writing
- Ability to Maintain well-organized materials, files, systems and tools
- Ability to Aadapt to changes in work situations and priorities
- Ability to Reason/analyze; use logic to identify and resolve problems
- Ability to Evaluate, organize, and summarize data and information

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- Ability to Eestablish and maintain constructive and cooperative interpersonal relationships with staff, peers, supervisors, or managers in the work unit and other departments, as well as with staff of outside entities and other individuals, as applicable to the essential duties and responsibilities
- Ability to Satisfyies the needs of internal and external customers accurately and promptly, treating customers with fairness and respect.

PHYSICAL REQUIREMENTS

- ~~Requires the ability to operate, calibrate, tune and synchronize, and perform complex rapid adjustment on equipment, machinery, tools or related materials used in performing essential functions.~~
- ~~Ability to coordinate eyes, hands, feet and limbs in performing skilled movements such as operating and repairing equipment.~~
- ~~Tasks involve the regular and, at times, sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, and lifting, carrying, pushing, and pulling moderately heavy objects and materials, twenty to fifty pounds.~~
- ~~Requires the ability to recognize and identify degrees of similarities or differences between characteristics of colors, shapes, sounds, and textures associated with job-related objects, materials and tasks.~~

Exerting up to 100 pounds of force occasionally, up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly having to move objects.

WORKING CONDITIONS

The working conditions 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.

- ~~Ability to work under conditions that require exposure to environmental factors. This exposure may cause some discomfort and presents a risk of injury.~~

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Incumbents may be subjected to moving mechanical parts, odors, dust, poor ventilation, chemicals, oils, extreme temperatures, inadequate lighting, intense noises, gases, workspace restrictions, vibrations, chemicals, and oils.

The City of Middletown, CT is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

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