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JOB DESCRIPTION

Job Title: Water & Sewer Maintenance I Apprentice	Department:
FLSA Classification: Non-Exempt	Grade:
Location:	Status: Temporary, Full-time
Reports to:	Prepared by:
Date Revised:	Approved by:

JOB SUMMARY

The City's overall mission is XXXXXXXX. The City Council and staff are committed to achieving this goal through the provision of quality municipal services. XXXXXX's mission, goals, and core community values, encompass what being a XXXXXXXX employee truly is.

XXXXXX is dedicated to promoting diversity and inclusion in our workforce and being an equal opportunity employer. XXXXXX is focused on equity and believes that diversity of race, ethnicity, gender, sexual orientation, religion, age, ability and national origin brings a unique and important perspective to the work we do and the customers we serve.

The Water & Sewer Maintenance I Apprentice carries out the training & daily operations, maintenance, repair and replacement of the City of XXXXXXX's water and wastewater collection systems to the highest level. The apprenticeship program will provide a wide array of experiences and hands-on education to the Water & Sewer Maintenance Worker. Reliable water & wastewater systems are critical to our way of life. You will learn firsthand skills and responsibilities involved with protecting public health and safety by providing these essential services.

RESPONSIBILITIES

1. Performs daily operations/documentation of the water treatment facility, including water quality testing and required sampling, backwashing, filter maintenance and other duties assigned with assistance.
2. Maintains repairs, and replaces hydrants, valves, well pumps and pump houses, booster stations, water towers pressure reducing stations and other city owned water facilities with assistance.
3. Performs meter reading for billing purposes, for residential, commercial, and industrial customers. Performs routine meter and module swaps utilizing automated metering infrastructure software and hardware as well as meter trouble shooting, meter repair and replacement, installation, calibration; diagnosing customer related issues, such as leak alerts, etc. with assistance.
4. Responds to water and sewer emergencies, assisting in locating problem source and restoring systems to full operation with assistance.
5. Provides one-on-one notifications and explanations to residents of breaks or repairs to water and sewer lines with assistance.
6. Maintains raw sewage collection system, operating rodder, jet and vac machines; maintains and repairs lift stations and manholes with assistance.
7. Performs sewer system televising with assistance.
8. Maintains equipment and tools used in performance of duties.
9. Assists other departments as needed, including snow removal.
10. Completes training programs as assigned
11. Performs all other related duties as requested or assigned.

MINIMUM QUALIFICATIONS

Education and Experience

- Required: High School Diploma or G.E.D.
- Desirable: Previous experience in a municipal maintenance position or knowledge of the materials and methods of a sanitary sewer collections and water distribution system.

Other Desired Knowledge, Skills, and Abilities

- A valid Driver's License with the ability to obtain a Class A MN commercial driver's license (CDL) with air brake and tanker endorsement with appropriate training.
- Ability and experience with heavy and light equipment
- Ability to plow snow.
- Ability to safely operate an excavator.
- Ability to operate a computer or tablet and necessary programs.

EQUIPMENT USED

- Skid loader, jetting machine, vac machine, rodder machine, backup generators
- Gas monitor, meters and calibrators, recovery tripod, ventilator, televising camera
- Saws, chainsaws, shovels, sledgehammers, acetylene torches, welders, drills, pumps
- Snow removal equipment including shovels, plows, blowers, dump trucks

MENTAL & PHYSICAL DEMANDS/WORKING CONDITIONS

Mental Effort

- Significant attention to safety standards, procedures, and practices
- Swift, calm response to emergency situations (i.e., water and/or sewer line breaks, sewer backups)
- Professional and appropriate responsiveness when interacting with the public
- Team-First attitude
- Desire to learn

Physical Requirements

- Safe operation of heavy equipment and tools
- some prolonged periods of standing, walking, bending, stooping, reaching, pushing, pulling, grasping, observing, climbing, balancing, and lifting, carrying and moving objects.
- Ease in working in confined spaces

Working Conditions

- Driving to and from work sites
- Exposure to chemicals and raw sewage gasses and odors
- Working outside in all seasons with varying levels of exposure to wind, rain, snow, ice, sun, and flooding
- Working safely in busy traffic areas and intersections
- Working safely within confines of both underground and overhead system structures and construction sites