

**CITY OF HUNTINGTON BEACH**  
**CLASS SPECIFICATION**



**TITLE: WATER SERVICE WORKER**

**PERSONNEL COMMISSION APPROVAL: AUGUST 21, 2019** *(Revised)*

**COUNCIL APPROVAL: DECEMBER 2001**

<b>JOB CODE:</b>	<b>0461</b>
<b>EMPLOYMENT STATUS:</b>	<b>REGULAR FULL-TIME</b>
<b>UNIT REPRESENTATION:</b>	<b>MEA</b>
<b>FLSA STATUS:</b>	<b>NON-EXEMPT</b>
<b>EEOC CODE:</b>	<b>SKILLED CRAFT WORKERS</b>

**JOB SUMMARY**

Under general supervision, performs a variety of skilled or semi-skilled tasks in the maintenance, repair and construction of the City's water distribution system.

**SUPERVISION RECEIVED**

Reports to: Water Distribution Supervisor

**DISTINGUISHING CHARACTERISTICS**

The Water Service Worker is a multi-position journey-level job class responsible for performing a variety of skilled and semi-skilled water distribution maintenance tasks.

**EXAMPLES OF ESSENTIAL DUTIES**

- Performs maintenance of the City's water distribution system including installation and repair of valves, vaults, hydrants, water services, backflow devices, air/vac combination release valves, blow-offs, meters, concrete, asphalt, and mainlines
- Drives or operates dump trucks, backhoes, portable vacuum unit, cement mixers, 90 pound jackhammers, soil compactors, arrow boards, pumps and other equipment
- Operates portable water camera equipment to inspect internal conditions of underground pipes
- Conducts water distribution system flushing and chlorine residuals sampling
- Reads and understands water distribution system maps Excavates and installs shoring as required to access facilities
- Performs distribution system shut downs for outside contractors
- Attends safety training; follows the City's policies and procedures; assists with periodic safety inspections; identifies and corrects safety hazards;

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- Coordinates traffic control at worksite by properly placing traffic barricades, cones and delineators in traffic situations; performs flagging duties to direct traffic and assists public in routing around the work zone; ensures safety of worksite
- Observes standard operating procedures and safety practices
- Responds to emergency calls for service on a call-out basis; works various hours, including nights and weekends as deemed necessary by manager/supervisor to meet deadlines and conform with changing priorities
- Reports to work as scheduled; maintains a regular and consistent attendance record
- Attends training; supports and actively promotes the City's safety programs; assists with periodic safety inspections; identifies and corrects safety hazards
- Travels to offsite locations within and outside the City
- Performs other related duties as assigned

*The preceding duties have been provided as examples of the essential types of work performed by positions within this job classification. The City, at its discretion, may add, modify, change or rescind work assignments as needed.*

### **MINIMUM QUALIFICATIONS**

*Any combination of education, training, and experience that would likely provide the knowledge, skills, and abilities to successfully perform in the position is qualifying. A typical combination includes:*

#### **Knowledge of:**

- State and federal water distribution regulations
- Principles, practices and procedures for the installation, maintenance and repair of municipal water systems and other underground utilities
- Construction procedures and techniques
- Machinery, equipment and tools necessary for the maintenance and repair of municipal water systems and related safety policies and procedures
- Occupational hazards and safety precautions applicable to maintenance and repair of water systems
- Traffic safety laws and regulations and proper vehicle operations
- California Department of Public Health (CDPH) potable water requirements, policies and procedures
- National Pollution Discharge Elimination System (NPDES) best management practices
- Underground Service Alert requirements and procedures.

#### **Ability to:**

- Perform journey-level work in the repair and installation of water system components

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- Safely and properly operate vehicles and heavy equipment
- Read and follow work orders and instructions
- Use hand and power tools, including pneumatic jackhammers, soil compactors, high voltage generators and other heavy tools
- Follow safety practices and recognize hazards
- Maintain accurate records
- Communicate effectively orally and in writing
- Travel to offsite locations within a reasonable timeframe
- Establish and maintain cooperative professional work relationships with those contacted in the course of work

**Education:** High school diploma or equivalent.

**Experience:** Two years' experience in construction or maintenance and repair of water distribution systems

**Certifications/License:** Possession of:

- A valid California Class A driver license and an acceptable driving record are required by time of appointment and throughout employment
- Grade I Water Distribution Certificate issued by the California State Water Resources Control Board

**SPECIAL CONDITIONS**

Positions in this classification are deemed safety sensitive under Department of Transportation (DOT) and Federal Motor Carrier Safety Administration (FMCSA) regulations and subject to drug and alcohol testing.

Employees regularly assigned/required to drive a City or personal vehicle in the course and scope of work shall be required to participate in the DMV Employer Pull Notice program.

**Public Employee Disaster Service Worker:** In accordance with Government Code Section 3100, all Huntington Beach city employees are required to perform assigned disaster service worker duties in the event of an emergency or a disaster.

**PHYSICAL TASKS AND ENVIRONMENTAL CONDITIONS**

Incumbents must be able to meet the physical requirements of the class and have mobility, balance, coordination, vision, hearing and dexterity levels appropriate to the duties to be performed.

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Work is primarily performed outdoors (field work) with exposure to the weather and may also include contact with hot and cold surfaces, loud noises from equipment and vehicle engines, vibrations, working in close proximity to moving mechanical parts (mechanical hazards), electrical current (electrical hazards), vehicular traffic and confined spaces. Exposure to exhaust from equipment and vehicles; potential natural irritants such as vegetation, dust, soil, tree pollens, and sawdust. May be exposed to chemicals including but not limited to, gasoline, diesel, motor oil, grease, ammonia, bleach, cleansers, volatile organic compounds, fertilizers and non-restricted pesticides. Must be able to stand for long periods and/or walk long distances; some walking may occur on sloping, slippery and/or uneven surfaces; requires mobility to sit, stand, kneel, crawl, climb, crouch, stoop, reach, and bend; requires ability to twist at the lower body, at the waist, and at the upper body. Requires mobility of both arms to reach and dexterity of hands to grasp and manipulate small and large objects or tools, from overhead to the ground positions. Work involves grasping, lifting, pushing, pulling, moving and dragging of objects which may weigh approximately 50 pounds and up to 100 pounds with the use of proper equipment or assistance. Requires hand, arm, and upper body strength to operate power equipment. Required to wear protective apparel including hardhats, gloves, goggles, respirators, face protectors, ear protection, aprons, coveralls, and steel-toed shoes. Required to work at heights above ground level or in confined spaces. Incumbent may be required to respond to after-hours emergencies.

Reasonable accommodation(s) for an individual with a qualified disability will be considered on a case-by-case basis.

Rev. 06/20/12 jd  
Rev. 08/2019 jd