

**CITY OF LA PORTE  
SR. UTILITY MAINTENANCE OPERATOR  
JOB DESCRIPTION**

**FLSA CLASSIFICATION: Non-Exempt**

**PAY GRADE: 019**

**DEFINITION**

To perform work in the construction, maintenance, and repair of water production, water distribution, and sewage collection systems; and to provide lead guidance and direction to the work of a water and sewer field crew.

**DISTINGUISHING CHARACTERISTICS**

Positions in this class are responsible for lead supervision of a water and sewer utility field crew, in addition to the more complex and difficult operational, construction, repair, and maintenance tasks in the water and sewer utility area.

**SUPERVISION RECEIVED AND EXERCISED**

Received general supervision from the Utility Supervisor.  
Exercises lead supervision of Utility Maintenance Workers.

**ESSENTIAL JOB FUNCTIONS**

Duties may include, but are not limited to, the following:

Lead a small crew, assign and participate in water production, utility construction, maintenance and repair work, preparing material requisitions, keeping work records, and preparing reports of completed work.

Operate a vacuum/water jet rodder and truck and hydraulic equipment in preventive maintenance and emergency cleaning of sanitary sewers.

Perform complex and skilled work in installing, removing, replacing, and repairing large and small water services.

Direct, lead, and participate in the operation of large trucks and construction equipment such as loaders, backhoes, grouting machines, fusion machines, and trenching machines.

Cut, fit, lay, and repair water mains, clean and flush water mains and instruct and direct others in related tasks.

Perform repairs and maintenance on water mains and hydrants, sewer lines, meters, and a variety of valves, pipes, fittings, and related appurtenances.

Locate, excavate and repair water lines, sewer lines, meters, and facilities.

**ESSENTIAL JOB FUNCTIONS (CONT'D)**

Install barricades and route traffic in a safe manner. Build, repair, raise and lower manholes.

Operate and maintain a variety of sewer cleaning, sewer inspection, and maintenance equipment.

Maintain routine records, logs and reports.

Operate a truck; perform minor servicing to truck and report mechanical or other problems; keep truck stocked with supplies and materials.

Provide information to interested citizens and ensure the safety of the public in performing water production, water distribution and sewer maintenance.

Assist and train less experienced personnel.

Perform related duties as assigned.

**PHYSICAL REQUIREMENTS**

For indefinite periods of time - mobility within an office and field environment; exposure to chemical, toxic waste, dust/mites, fume, odor, explosive, electrical and mechanical hazards; exposure to extreme cold, heat, height, depth and constant noise; walking; twisting body; stooping; standing; squatting; sitting; seeing; running; pushing and pulling up to 30 pounds; lifting, dragging, and carrying up to 100 pounds; kneeling; reading; decision making; reaching above shoulder level; using both hands for simple and firm grasping; clarity of hearing; communicating clearly and effectively, in person and by two-way radio; fine finger manipulation; operation of a backhoe, box blade dozer, trackhoe and grout machine; operation of a motor vehicle through city traffic.

**QUALIFICATIONS**

**Knowledge of:**

City operations, procedures, and regulations for water and sewer field work.

Journey level pipefitting and plumbing methods and techniques.

Principles, practices, and methods used in the construction, repair, and maintenance of water production and distribution systems, sewage collections, and meters.

Safe and effective work practices and methods for correcting hazardous conditions encountered in the course of work.

City geography the layout of water and sewer lines, and the municipal street system.

**QUALIFICATIONS (cont'd)**

**Ability to:**

- Troubleshoot for faulty system equipment and facilities.
- Provide lead guidance on a regular basis to a small crew.
- Operate all water and sewer equipment with skill and proficiency.
- Respond to emergencies as required.
- Make independent decisions in field situations with effectiveness and efficiency.
- Perform a wide range of construction and maintenance activities, using standard methods and equipment.
- Work effectively with other employees, contractors, and the general public.
- Safely operate heavy construction and repair equipment with proficiency and efficiency.
- Recognize and deal with hazards encountered in the course of work.
- Read, interpret, and understand blueprints and construction drawings.
- Understand and follow oral and written instructions.

**TRAINING AND EXPERIENCE**

Three years of experience in construction and maintenance of water and sewer systems, with one year of supervisory experience desirable and a High School Diploma or GED.

**LICENSES AND CERTIFICATES**

Possession of a valid Texas Class "B" CDL. Possession of, or ability to obtain within one year, a valid Grade "C" Water Certification, and a Texas Class "C" Wastewater or Class II Collection System Certificate.

**The City of La Porte is an Equal Opportunity and Affirmative Action Employer.**

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**(Circle One)**

I have read the job description above and can perform the job duties **with** **without** any reasonable accommodation.

<b>Witness: Supervisor's Signature</b>	<b>Date</b>	<b>Employee's Signature</b>	<b>Date</b>