



CITY OF DUBUQUE
invites applications for the position of:
Water Distribution
Maintenance Worker (part
time)

An Equal Opportunity Employer

SALARY: \$23.27 - \$26.02 Hourly

OPENING DATE: 04/08/22

CLOSING DATE: 04/18/22 11:59 PM

POSITION SUMMARY:

IMPORTANT - Applicants must thoroughly and accurately complete the application and provide all relevant information pertaining to their qualifications as indicated in the job description. Incomplete applications will result in disqualification from consideration.

GENERAL SUMMARY: The Water Distribution Maintenance Worker performs and supervises a variety of skilled and semi-skilled tasks in heavy equipment operations, construction, maintenance, inspection, testing, repair and installation of water mains, service lines, fire hydrants, valves and meters in the water distribution system and in the implementation of the backflow prevention program; and performs related work as required. The ideal candidate possesses the ability to follow a management philosophy that is input oriented and values equity, problem solving and the development of partnerships; works effectively as a member of a team; and desires to be part of an organization that values service, people, integrity, responsibility, innovation and teamwork.

DISTINGUISHING FEATURES OF THE CLASS: Work in this class involves responsibility for performing and supervising a variety of skilled and semi-skilled tasks in heavy equipment operations, construction, maintenance, inspection, testing, repair and installation of water mains, service lines, fire hydrants, valves and meters and in the implementation of backflow prevention program. Assignments are received in the form of electronic, oral or written work orders. The work is performed in accordance with general or specific instructions of a supervisor who inspects work while in progress and upon completion.

JOB DUTIES:

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- Participate in the construction, maintenance and emergency repair of the water distribution system; a mandatory stand-by/call-out rotation; and the City's intercultural competency training and program.
- Install water mains and meters, services lines, fire hydrants and valves.
- Repair water mains and meters, service lines, fire hydrants and valves.
- Operate heavy construction equipment including excavators, backhoe, and end-loader; electronic GPS equipment; automotive and specialized equipment including air compressor, generator, hydraulic valve operator, dump truck, abrasive saw, pump, shoring equipment, tamper, tapping machines, jackhammer, electrical tools, back-hoe, mini excavator, forklift, vehicle mounted crane, vacuum equipment, and other equipment; and road and construction equipment and trucks.
- Read and test water meters.
- Perform backflow prevention program implementation and flow testing duties; maintenance activities; and site restoration including compaction, landscaping and concrete work.

- Establish and maintain records systems.
- Advise customers, plumbers and registered backflow prevention assembly testers on backflow prevention program compliance issues.
- Reassemble and calibrate water meters and backflow prevention devices.
- Respond to customer complaints, water quality issues and water pressure concerns; and residents' questions and service requests.
- Cross-train with Water Treatment Plant Operators and Maintenance staff per Department COOP.
- Collect bacteriological samples.
- Flush, chlorinate and de-chlorinate water mains.
- Investigate leaks in mains and service lines.
- Maintain water mains, service lines, fire hydrants and valves; records of valve and hydrant locations; time records; computerized and manual services and repair work records; program documentation; and automotive and specialized equipment including air compressor, generator, hydraulic valve operator, dump truck, abrasive saw, pump, shoring equipment, tamper, tapping machines, jackhammer, electrical tools, back-hoe, mini excavator, fork lift, vehicle mounted crane, vacuum equipment, and other equipment.
- Inspect water mains, services lines, fire hydrants and valves; water meters; and the construction of water distribution installations and repairs insuring standard compliance.
- Review materials and construction procedures adhering to specifications.
- Take field measurements and compile information for recording utility locations.
- Edit digital records.
- Excavate and backfill trenches.
- Load and unload trucks containing heavy materials.
- Check tires, oil, lubricants, water levels, lights and fuel in vehicles and equipment.
- Wash, adjust and perform minor repair and maintenance on vehicles and equipment.
- Analyze and make recommendations on water project engineering and contractor plans and specifications.
- Track, report and interpret information.
- Adjust maintenance schedules.
- Follow-up on maintenance and repairs.
- Follow safety protocols, rules and procedures in accordance with OSHA, Iowa One Call and trenching guidelines.

KNOWLEDGE, SKILLS AND ABILITIES:

- **Mechanical** - Knowledge of machines and tools, including their designs, uses, repair, and maintenance.
- **Engineering and Technology** - Knowledge of the practical application of engineering science and technology which includes applying principles, techniques, procedures, and equipment to the design and production of various goods and services.
- **Public Safety and Security** - Knowledge of relevant equipment, policies, procedures, and strategies to promote effective local, state, or national security operations for the protection of people, data, property, and institutions.
- **Critical Thinking** - Thinking about the pros and cons of different ways to solve a problem.
- **Deductive Reasoning** - Using rules to solve problems.
- **Arm-Hand Steadiness** - Keeping your arm or hand steady.

WORKING CONDITIONS: Duties include work in extreme temperatures, humidity, high noise intensity levels, darkness/poor lighting, areas with moving mechanical parts/hazards, dirt/dust and odorous situations. Work requires constant use of personal protective equipment (PPE) including hardhat, steel toe boots, eye protection, gloves and other equipment as deemed necessary.

QUALIFICATIONS:

REQUIRED QUALIFICATIONS:

- At least three (3)-consecutive years' experience in the maintenance or operation of a water or plumbing system or in a related construction field.
- A minimum of 385 hours' experience in the operation of heavy construction equipment.

- Possession of a high school diploma or its equivalent.
- Possession of or ability to obtain and maintain:
 - Class 'A' CDL with air-brake, tanker and combination endorsements.
 - State of Iowa Department of Health certification in testing and repairing backflow prevention devices within 24 months of appointment.
 - Respirator Use in Confined Spaces Certification within one (1) year of hire (as training schedule permits).
 - Trenching/Shoring Certification within one (1) year of hire (as training schedule permits).
 - State of Iowa Department of Natural Resources Grade II Water Distribution Operator License within 36 months of appointment.
 - Forklift Operator Certification within one year of hire (as training schedule permits).

SUPPLEMENTAL INFORMATION:

RESIDENCY REQUIREMENT: Employee shall establish their principal place of residence either within the corporate limits of the city of Dubuque or within thirty (30) miles of the corporate limits of the city of Dubuque by the most direct street, road or highway, as soon as practicable after appointment, but within two years of appointment.

OVERTIME STATUS: Non-exempt

The City of Dubuque is an equal opportunity employer. All applicants will receive consideration for employment without regard to race, color, religion, age, sex, sexual orientation, gender identity, national origin, disability or veteran status.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.cityofdubuque.org/2087/Job-Opportunities>

Job #4930-PT-04072022
 WATER DISTRIBUTION MAINTENANCE WORKER (PART
 TIME)
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OUR OFFICE IS LOCATED AT:
 Human Resources Department
 50 W 13th Street
 Dubuque, IA 52001
 563-581-2557
humanresources@cityofdubuque.org

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Water Distribution Maintenance Worker (part time) Supplemental Questionnaire

- * 1. PROOF OF VACCINATION STATUS: I acknowledge understanding that a contingency of any employment offer, as a new or returning employee, requires that I either show proof of full vaccination against COVID-19 or request and be granted a medical or a bona fide religious exemption.

Acknowledged

- * Required Question