

## Water Operations Mechanic

FLSA Status: Covered  
Bargaining Unit: District Council of Trade Unions (DCTU)

### General Summary

Positions in this broad class install and repair water mains and water services.

### Water Operations Mechanic, Apprentice - 30000144

#### Distinguishing Characteristics

The apprentice level of this class typically assists with and learns to perform the full range of functions of the Water Operations Mechanic, in a learning and developing capacity and under the instruction of a journey Mechanic. Upon successful completion of the prescribed training program and acquiring the required licenses and certifications, apprentices will be eligible for appointment as a Water Operations Mechanic.

#### Typical Duties/Examples of Work

1. Assists in and learns to perform the full range of Water Operations Mechanic tasks.
2. Responds to calls to work during emergencies.
3. Performs related duties as assigned

#### Required Knowledge, Skills and Abilities

Knowledge of: basic mechanical operations

Ability to: communicate effectively; read and follow instructions

#### Special Requirements

Valid state driver's license; a Commercial Driver's License may be required and other additional endorsements, certifications or licenses

#### Classification History:

Adopted: 2-03-99:

Class created as a result of DCTU Classification and Compensation Study 1998-99. This class is composed of the following classes:

1283 Water Service Mechanic Appr. Revised 11-18-80

Revised: 11-22-04: to add certification requirement  
June 2009 - Change Job Class number from 1725 to 30000144, due to system change.

**Water Operations Mechanic - 30000145**

**Distinguishing Characteristics**

The journey level of this class independently performs the full range of technical and mechanical duties assigned to the classification. Incumbents may be assigned to lead a crew. It is distinguished from the Apprentice by achievement of journey status and certification. It is distinguished from Industrial Maintenance Millwright by procedures and exposures unique to water service and operations.

**Typical Duties/Examples of Work**

1. Installs new water services, including domestic, irrigation and fire prevention, to houses, buildings and businesses; installs new water mains in recent subdivisions; extends water mains to serve new developments; disinfects water mains or other appurtenances to ensure water safety.
2. Repairs water leaks and breaks on water mains, services, valves, air valves, meter devices, backflow, hydrants and regulators; overhauls and maintains water valves; takes water samples.
3. Coordinates crewmembers, equipment and materials to complete jobs in a timely manner.
4. Plans and sets up job sites and determine best configuration for job. Maintains standards of quality and adherence to specifications; makes appropriate decisions regarding shut down of mains and other field activities; operates locators, tap machines, specialized equipment and various power tools; sets meters, shuts off services, unlocks and turns on services.
5. Completes reports and maintains documentation related to mapping, time, material and equipment.
6. Excavates trenches; oversees proper shoring; maintains proper traffic control; maintains crew and job site security and safety.
7. Orders pipe, parts, fittings and required tools to complete job requirements.
8. Responds to inquiries from the public regarding water service, operations and projects.

- 9. Responds effectively to questions and concerns of co-workers and the public.
- 10. Communicates over the radio to various sites, cars, and other stations following appropriate FCC regulated standards.
- 11. Performs related duties as assigned

**Required Knowledge, Skills and Abilities**

Knowledge of: proper flagging and traffic control techniques; hazardous materials handling procedures; shoring regulations; chlorinating procedures

Ability to: read and interpret maps, survey stakes, plans, grades, cuts and fills; coordinate people, equipment and materials to complete jobs in a timely manner; explain and give directions to crew; provide effective customer service

Skill in: reading conduit profiles; instructing and overseeing others in the safe and effective use of tools and equipment of the water operations mechanic trade; effective decision-making

**Special Requirements**

Completion of apprenticeship program as Water Service Mechanic or demonstrated equivalent skills and experience; Water Distribution Operator Certification Level – 1; and a valid state driver’s license are required at the time of appointment.

In addition, the following may be required: a Commercial Driver’s License; license in back flow prevention and cross connection control; license in forklift operation; certificate as competent person; Confined Space Entry; certificate in flagging/traffic control.

**Classification History:**

Adopted: 2-03-99:

Class created as a result of DCTU Classification and Compensation Study 1998-99. This class is composed of the following classes:  
1720 Water Service Mechanic Revised 11-18-80

Revised: 11-22-04: to add certification requirement and modify lead language  
June 2009 - Change Job Class number from 1730 to 30000145, due to system change.