

JOB DESCRIPTION

POSITION: Equipment Operator/Pipefitter **SUPERVISOR:** Maintenance Supervisor

DEPARTMENT: Public Works

PAY RANGE: Based on Qualifications

CLASSIFICATION: Non-exempt

DATE AMENDED: 07/10/2024

Summary: The position performs a wide variety of skilled journey-level duties involved in the installation, servicing, repair and maintenance of the water distribution and wastewater collection systems and related facilities; and performs related work as assigned. Performs duties related to the water and sewer utility including construction, operation, repair, maintenance and replacement of mains, services and all aspects of metering. This level requires skills in carpentry, masonry, pipe laying, and other learned trades; and operating equipment including, but not limited to, backhoe, dump trucks and snowplow/spreader trucks.

Knowledge

- ❖ Knowledge of safe construction and work standards
- ❖ Knowledge in applicable laws and regulations pertaining to water and wastewater utilities

Skills:

- ❖ Requires the ability to understand and act on oral and/or written instructions
- ❖ Ability to read and understand building plans and blueprints.
- ❖ Ability to establish successful working relationships and work with angry or difficult customers.

Duties and Responsibilities:

- ❖ Performs skilled and semi-skilled work involved in construction and maintenance projects as part of a crew and requiring skills in carpentry, masonry, pipe laying, or other learned trades to install hydrants, lay pipe and flush water lines and hydrants.
- ❖ Operates backhoe, grader, excavator, and track operated equipment as needed to perform assigned tasks and duties.
- ❖ Also uses a wide variety of hand and power tools in day-to-day operations.
- ❖ Drives light trucks and farm and lawn tractors, rubber tire front end loader in the loading, hauling and unloading of various equipment, gravel, sand, asphalt, salt, stone, debris and other materials.
- ❖ May work to repair asphalt surfaces, by hand, using hot and cold asphalt mix.
- ❖ Ensures proper maintenance has been performed on all heavy equipment and keeps adequate records on all maintenance and repairs performed. Cleans and maintains tools and equipment used in the field and shops.
- ❖ Can successfully perform all facets of metering.
- ❖ Responds to customer complaints; responds to questions and complaints from the public regarding repair work and main shutdowns.
- ❖ Performs after-hours emergency work and on-call duties.
- ❖ Performs related work and duties as needed or assigned by supervisor.
- ❖ Promotes an image of professional, courteous service as a representative of the Town.

Education:

- ❖ High School graduate or equivalent desirable. Trade school training is also desirable. First Aid, CPR training and computer skills are also desirable.
- ❖ At least three years of experience operating heavy equipment or performing work related to construction and/or utility maintenance. Requires advanced knowledge of operational and maintenance

Special Requirements:

- ❖ Must be available for after-hours calls
- ❖ Town residency not required. However, must live within close proximity to the Town in the event of an emergency
- ❖ Must maintain a valid West Virginia Driver's license

Environmental Working Conditions: Must be able to work in outside weather conditions such as hot, wet, and humid conditions, may have exposure to toxic or caustic chemicals and loud noises. Employees spend a majority of work-shift out-of-doors or operating equipment. Daily conditions encountered include odors, fumes, dust, dirt, and vibration. Other conditions vary with precipitation and seasonal changes. Employees are frequently required to walk, sit, talk, and hear. The employee is required to use hands to operate objects, tools, or controls; and reach with hands and arms. Employee spends a majority of work-shift using equipment and performing tasks requiring repeated bending, crouching, stooping, stretching, or crawling the employee must lift and/or move up to 25 pounds and occasionally lift and/or move more than 50 pounds.