**

*Water Works and Lighting Commission*

*221 16th Street South P.O. Box 399 Wisconsin Rapids, WI 54495-0399 715/423-6300 FAX: 715/423-2831*

**JOB DESCRIPTION**

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| **Position Title:** Water Serviceman/Meter Technician Equipment Operator | **Department:**Water |
| **Reports To:**Water Superintendent | **Position Classification:**Hourly – Non-Exempt |
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| **Position Summary** |
| This position is responsible for performing all duties related to water distribution, groundwater wells, meter installation, meter repair and testing, operation of the backhoe and wheeled excavator. |
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| **Education/Experience** |
| Must possess a high school diploma or equivalent.Experience in water distribution preferred.DNR certification in water distribution or have the ability to obtain certification within 12 months. Experience in the operation of heavy equipment such as tractor backhoe and wheeled excavator.Possess ability to become certified and maintain certification in CPR and First Aid. |
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| **Job Requirements/Skills** |
| Must possess and maintain a valid Wisconsin driver’s license and a good driving record.Must possess, or obtain within 6 months at personal cost, a Commercial Drivers License.Experience in water distribution is preferred and have the ability to obtain DNR certification in water distribution within 12 months. Must be qualified to proficiently operate a backhoe and wheeled excavator and have experience in water distribution systems. Must have a knowledge and practice company safety practices and follow company policies. Must be able to work unsupervised. Must be willing and able to work other than normal hours for emergency or scheduled projects. |
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| **Essential Functions** |
| Perform all phases of waterworks construction and maintenance type work including watermain installation and repair, fire hydrant installation and repair, valve maintenance, watermain tapping, meter installation, testing and repair. Ability to use small tools similar to plumbing and mechanics trades.Work in confined spaces and trenches.Work with chlorine, fluoride and other hazardous chemicals per WW&LC safety protocols.Vehicle operation ranging from pickup trucks to trucks requiring a CDL. Must be qualified and able to proficiently operate a tractor backhoe and wheeled excavator. Must be capable of working well with others in the water department and other Utility departments as well as contractors, developers, and Utility customers.Ability to problem solve, communicate effectively, maintain effective working relationships, maintain excellent attendance and have a strong customer orientation.Must be willing and available to respond to trouble calls at any hour and scheduled overtime as required.Perform all duties as assigned by supervisor. |

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|  **Physical Requirements** |
| Requires the ability to coordinate eyes, hands, feet and limbs in performing movements requiring moderate skill.Must be in good physical condition, capable of doing heavy lifting and heavy work for long hours, at times in adverse weather conditions Tasks involve the ability to exert very moderate physical effort in light work, typically involving some combination of stooping, kneeling, crouching, lifting, carrying, pushing and pulling objects and handling materials. Must be able to perform heavy physical lifting (range 50-100 lbs.) on a regular basis. Requires working outside in all weather conditions and be available for overtime and call-ins.  |