

Water Utility Laborer

The Town of Signal Mountain is accepting applications for the position of Water Utility Laborer.

Position summary: Under the direction of the Water Utility Director, responsibilities include assisting in the maintenance and repair of water lines, water taps, fire hydrants, meter change outs and other duties as assigned by the Water Utility Director. Applicants should possess a high school diploma or equivalent and a working knowledge of the principles, methods, and procedures of water maintenance repair of water lines and building maintenance. Applications may be obtained by mail by calling (423) 886-2177 or online at www.signalmountaintn.gov. A signed application and contact information for three references must be received at Town Hall, 1111 Ridgeway Avenue, Signal Mountain, TN 37377 by 4:30p.m. Wednesday, June 29, 2011. A post-offer drug screen and physical are required. It is the policy of the Town of Signal Mountain not to discriminate on the basis of race, color, national origin, age, sex, or disability pursuant to Title VI of the Civil Rights Act of 1964, Public Law 93-112 and 101-336 in its hiring, employment practices, and programs.

**Town of Signal Mountain
Position Description**

**Title: Water Utility Laborer
Division/Department: Water Utilities**

Purpose:

Employee is responsible for assisting in the maintenance and repair of water lines, water taps, fire hydrants, meter change outs, and other work. This position is under supervision of the Water Foreman.

Essential Functions of the Job:

Essential functions are fundamental job duties. They do not include marginal tasks, which are also performed but are not incidental to the primary functions. The omissions of specific statements of duties do not exclude them from the position if the work is similar, related or a logical assignment to the position, nor does every position allocated to the job necessarily perform every duty listed.

Clean, maintain, and service water pumps, equipment, and tools.

Assist in the repair, replacement or installation of fire hydrants, water meters, water taps for new construction, and updates to water system.

Occasional operation of backhoe and front-end loader.

Read water meters; assist in building maintenance; other duties as assigned.

Required Knowledge, Skills and Abilities:

Knowledge of the principles, methods, and procedures of maintenance and repair of water lines.

Knowledge of occupational hazards, safety standards and precautions, and city and state traffic laws, rules, and regulations.

Knowledge of equipment and materials in water and building maintenance.

Knowledge of water system operations, plumbing, and pipe-fitting.

Ability to establish and maintain effective working relationship with public and other employees.

Equipment:

Dump truck, jackhammer, concrete mixer, front-end loader, backhoe, chain saws, tools, and pavement roller.

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Educational Requirements:

Partial high school education with ability to read, write, and speak a minimum amount of English to perform job.

Experience Required:

Less than one year and driver's license valid in State of Tennessee.

Problem Solving Requirements:

Carry out routine tasks that require a sequence of steps usually performed in a standardized way.

Writing Skills Required:

Complete forms using a few words or numbers; for example, taking telephone messages.

Speaking/Presentation Skills Required:

Answer questions with a brief response or provide standard information to customers/citizens, visitors, callers, supervisors or other employees.

Job Related Communication:

Within the department – daily

With employees in other departments – weekly

With employees in other organizations – infrequently

With the public – daily

Planning & Scheduling:

Very limited – little opportunity to plan or schedule own activities.

Difficulty of Work:

Work involves a variety of routine tasks performed in accordance with established and prescribed procedures.

Assignment of Work:

Detailed instructions before tasks or duty begin.

Effects of Work Errors:

Errors are readily detected in normal course of work by standard checks resulting in little or no difficulty in loss of time to correct.

Working Conditions:

On average 50 percent standing, 30 percent walking, and 10 percent sitting. Approximately 60 lbs. or more may be required lifting.

Lifting frequency – some

Bending – very frequent

Pushing and/or pulling loads – some

Reaching over head – frequent

Kneeling – very frequent

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Crawling – none

Climbing ladders – frequent

Mental/Visual Effort:

Typing /CRT – none

Attention to detail – some

Monitoring equipment – some

Detailed inspection – none

Transcription/proofreading – none

Adverse Conditions:

Exposure to temperature extremes – very frequent

Dangerous equipment – very frequent

Chemicals – some

Noise – very frequent

Physical effort/risk – frequent

Other Physical Risks or Efforts:

Working in high places with high water pressure

Rev. 12/17/10