

LEAD WORKER, TREATED WATER MAINTENANCEDefinition:

Under the supervision of the Field Maintenance Supervisor, provides lead supervision in the maintenance, construction, and reconstruction of Agency related facilities which may include treated water installations, pipeline systems, and appurtenant structures.

Distinguishing Characteristics:

This is the lead level in the Treated Water division of Field Services. This class is distinguished from the Field Maintenance Supervisor class in that the incumbent serves as a working member of the crew while providing assistance to the Field Maintenance Supervisor by providing training and supervision to Maintenance Workers and Service Workers performing maintenance, construction, and reconstruction of treated water distribution systems and appurtenances. This position requires all of the technical skills of the Service Worker class. The position requires working outside in all types of weather; is frequently exposed to gases and fumes; works on slippery and uneven surfaces with frequent bending, squatting, standing, walking, kneeling, pushing, pulling, reaching and lifting (up to 100 pounds); and working in awkward positions on a regular basis. The position also requires work around moving objects and equipment on a daily basis and may work in water, below ground, or in confined spaces.

Examples of Duties:

- assist the Field Maintenance Supervisor in supervising construction and maintenance projects for treated and raw water systems;
- train and develop crew members on proper maintenance and construction methods;
- construct, maintain, and repair flumes, line taps, canals, siphons, and other system appurtenances;
- perform pipeline installations and repairs and water meter installations;
- participate in the work of a crew performing maintenance and construction activities;
- investigate and respond to complaints and inquiries;
- take field measurements and prepare job sketches and estimates;
- operate pipe locating equipment;
- install shoring and bracing;
- operate a concrete saw, backhoe, and other heavy equipment;
- operate compressor and pneumatic tools, common hand tools, and special tools and equipment such as tapping machines, cutting torches, caulking tools, sump pumps, and flume boom;
- disinfect pipelines;
- prepare various reports including time reports and work schedules;
- answer calls on a standby basis and respond to emergencies as needed;
- prepare, maintain, and implement emergency response plans;

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- serve in the absence of the Field Maintenance Supervisor;
- provide safety training and implement safety programs;
- establish and maintain safety standards;
- assist in preparing and implementing annual budget;
- inspect work completed by crews for quality purposes;
- identify the need for crew member procedures;
- trouble-shoot maintenance and construction problems;
- assist crew members with the more difficult and complex maintenance and construction assignments;
- advise the supervisor on work status, personnel issues, performance evaluations, and other issues;
- facilitate the resolution of conflicts and work issues among crew members;
- authorize overtime and sign time sheets in the absence of the supervisor;
- requisition supplies and equipment;
- assist in the preparation of various forms and reports;
- perform related duties as required.

Qualifications:

Knowledge of:

- maintenance and construction procedures for treated water systems;
- modern water distribution operation and maintenance techniques;
- proper use of hand and power tools of the trade as used in rough carpentry including concrete work;
- common equipment, materials, fittings, and methods used in pipeline construction and maintenance;
- safety regulations and safe work practices;
- principles of water distribution systems and pipeline disinfection;
- principles of lead supervision and training;
- principles of budget preparation and project estimating;
- construction drawings and maps.

Ability to:

- perform physical work requiring manual dexterity, agility, strength, and coordination;
- lead crew members in performing construction and maintenance activities;
- lead pipeline replacement projects;
- read and interpret maps, sketches, plans, and specifications;
- use hand and power tools skillfully;

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- operate heavy equipment (e.g., backhoe, excavator, frontend loader, dump truck with trailer, dozer);
- provide lead supervision;
- train and develop employees on maintenance and construction procedures and on the use of hand tools, power tools, and heavy equipment;
- understand and carry out oral and written directions;
- exercise independent judgment and initiative without close supervision;
- write clear and concise reports and correspondence;
- perform basic arithmetic computations;
- use a personal computer
- evaluate the work performance of Maintenance Workers and Service Workers;
- establish and maintain effective working relationships with those contacted in the course of work.

Education/Experience:

Sufficient education, training, and experience to demonstrate the knowledge and abilities listed above. These would normally be acquired by completion of high school and five years' experience as a Service Worker with Placer County Water Agency or an equivalent combination of education, training, and experience.

License/Certificates:

Must possess and maintain a valid Class A California driver's license with an acceptable driving record and a valid California Water Transmission and Distribution Certification, Grade 3.