

JURUPA COMMUNITY SERVICES DISTRICT SERVICE & MAINTENANCE WELDER I/II

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

DEFINITION

Under general supervision, performs a variety of semi-skilled and skilled tasks in the upkeep, maintenance, and repair of water, wastewater, sewer collection systems and related facilities; performs related work as assigned.

CLASS CHARACTERISTICS

Service & Maintenance Welder I: This is the journey level class in the Service and Maintenance Welder series.

Service & Maintenance Welder II: Incumbents assigned to this class are responsible for leading a crew engaged in the maintenance and repair of water, wastewater, and collection systems; operate heavy equipment, or perform welding duties and perform the more skilled duties and responsibilities.

ESSENTIAL FUNCTIONS

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude the position if the work is similar, related or a logical assignment to the class.

These functions may not be present in all positions in multiple position classes. When a position is to be filled, the essential functions will be noted in the announcement of position availability. Letters in parenthesis at the end of each function statement represent the abilities required to perform that function.

Installs, removes, and repairs large and small services. (a c d e)

Cuts, fits, lays and repairs water mains; cleans and flushes water mains; repairs mains, valves and hydrants. (a b c d e g h i m)

Inspects, tests, and operates valves, fittings and related water, wastewater, and collection equipment. (a c d e h i l m)

Operates trucks and construction equipment such as backhoe, or welders; performs minor servicing to truck and reports mechanical or other problems to his foreman; keeps truck stocked with supplies and materials. (a b c d e g l m)

Participates in water, wastewater, and collection system maintenance and repair work; locates, excavates and repairs water, sewer lines and related facilities. (All)

Sets up traffic control and routes traffic in a safe manner. (a b c d e f m)

May operate a jackhammer; repairs concrete and replaces asphalt. (a b c d e l m)

Assists in training less experienced personnel. (All)

Maintains routine records. (k m)

Fabricate fittings and make repairs to District water, wastewater, and collection system, using hand and/or power tools, electric arc, MIG, and oxyacetylene welding equipment (All).

Performs other tasks/functions deemed necessary to the daily operation of the District. (All)

REQUISITE ABILITIES

- a. Perform a variety of construction, repair and maintenance tasks.
- b. Work under routine and emergency conditions, sometimes in severe weather conditions.
- c. Work efficiently and safely with others.
- d. Understand and follow instructions and directions.
- e. Perform a wide variety of physically strenuous tasks.
- f. Respond to public inquiries and complaints in a tactful and courteous manner.
- g. Safely operate heavy construction and repair equipment.
- h. Operate and properly repair valves, fittings and hydrants.
- i. Read and understand atlas maps, blueprints, charts and gauges.
- j. Assist in training personnel.
- k. Maintain records.
- l. Maintain and repair equipment and tools.
- m. Meet the physical requirements established by the District.

QUALIFICATIONS GUIDELINES

Education and/or Experience

Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance. Example combinations include

Service & Maintenance Welder I: high school graduation or equivalent, and one-year experience in the installation, repair, and maintenance of water services, mains, meters, valves, hydrants, and related facilities.

Service & Maintenance Welder II: high school graduation or equivalent, and three years of experience in the installation, repair, and maintenance of water services, mains, meters, valves, hydrants, and related facilities.

Knowledge and Skill Levels

Service & Maintenance Welder I: Working knowledge of the equipment and procedures involved in the installation, maintenance, and repair of water and sewer systems; related laws, ordinances, rules, regulations, policies, and procedures.

Service & Maintenance Welder II: Considerable knowledge of the equipment and procedures involved in the installation, maintenance, and repair of water and sewer systems; related laws, ordinances, rules, regulations, policies, and procedures.

Physical Requirements

Employees must meet the following requirements, which are necessary to successfully perform the essential functions of this class:

Communicate orally and by telephone with management, co-workers, and the public in face-to-face, one-to-one, and group settings; use office equipment such as computer terminals; sit for extended periods of time; have hearing and vision within normal ranges; carry, push, reach and lift up to 60 pounds; occasionally stoop, kneel or crouch; sufficient manual dexterity to operate equipment; walk on uneven terrain; work in an outdoor environment with possible exposure to harsh weather conditions, heavy equipment, dust, noise, and potentially hazardous substances; stoop, kneel, crouch, and climb; work in confined spaces; work in trenches and elevated areas.

Special Requirements

Possession of a Class A California driver's license with air brake endorsement and a satisfactory driving record.

Possession of or ability to obtain certification from District provided CPR/First Aid Training.

Service & Maintenance Welder I

Possession of California DOHS, Water Distribution Operator Grade I Certificate for Service & Maintenance Welder I Assignments. Must be certified in arc welding, structural by the American Welding Association

Service & Maintenance Welder II

Possession of California DOHS, Water Distribution Operator Grade II Certificate for Service & Maintenance Welder II Assignments. Must be certified in arc welding by the American Welding Association

Must meet CAL-OSHA respiratory facemask requirements.

Must be willing to assume responsibility for 24-hour operations in assigned area of responsibility or to respond to emergency situations in off hours as required.

FLSA / NON EXEMPT

Range (Service & Maintenance Welder I) 69

Range (Service & Maintenance Welder II) (not filled)

1300 Admin/job descriptions