

DISTRIBUTION MAINTENANCE MECHANIC

Code No. 3-14-047
COMPETITIVE

DISTINGUISHING FEATURES OF THE CLASS: This is a mechanical position at the Monroe County Water Authority responsible for a wide variety of complex, skilled tasks in the installation and maintenance of water mains, services, valves and hydrants, utilizing a number of specialized types of power equipment. The employee performs complex mechanical duties independently and exercises judgment in the solution of work site problems. The employee must be able to move and install various tools and equipment of significant weight. Employees work in confined or restricted spaces including sub-grade facilities and must be able to maneuver and work in tight quarters around machinery as well as working outdoors in inclement weather. Employees may need to work various shifts on a seven (7) day per week basis and must be available for emergency duty call twenty-four (24) hours a day. Work can include assignments in the valve crew, sewer stake outs, or service areas. The employee reports directly to, and works under the general supervision of a Foreman of Distribution, Supervisor of Distribution or other higher-level staff member. Direct supervision may be exercised over Maintenance Mechanics, Skilled Laborers and Laborers. Performs duties of Foreman of Distribution as required. Does related work as required.

TYPICAL WORK ACTIVITIES: (All need not be performed in a given position. Other related activities may be performed although not listed.)

Installs, repairs and replaces hydrants, water mains services and valves;

Operates and performs routine maintenance on equipment such as: air compressors, portable generators, pumps and pipe pushing or boring equipment and tapping machines, hydrant cutters, power pipe saw, jackhammer, hand shovel, etc.;

Contacts customers in response to complaints to determine nature of specific problems such as low pressure, no water, dirty water, and taste and odor;

Performs remedial or repair work such as checking for leaking faucets or toilets upon customer request, cleaning foreign materials from plugged faucets and regulators on consumer premises, aiding in thawing services in emergencies, checking laundry claims from dirty water, securing samples of water for analysis to determine cause of taste and odor problems, making house-to-house hook-ups to provide water in emergency and replacing damaged or leaking meters;

Stakes out location of Monroe County Water Authority mains and services when excavation is planned in area;

Checks and repairs hydrants, curb and valve boxes;

Secures measurements of work performed and records material used;

Assists in trench preparation, including the installation of shoring/sheeting;

Operates a truck, and power excavating equipment such as a backhoe;

Works on specialized valves, such as pressure reducing valves, including checking and adjusting the valve, if necessary;

Works on the distribution valve maintenance program as required;

Prepares and maintains various reports and records and files appropriate reports with the Monroe County Department of Public Health.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Good knowledge of methods, procedures and tools used to install, repair, maintain and service a water distribution system; good knowledge of methods and procedures used

to excavate for repairs and installation of facilities related to a water distribution system; good knowledge of sheeting/shoring methods and procedures; ability to walk long distances in all types of terrain; ability to read maps and construction drawings and make sketches; ability to operate and undertake routine maintenance on a variety of power equipment and tools; ability to follow oral and written instructions; mechanical aptitude; manual dexterity; ability to move and install equipment of significant weight; willingness to work outdoors under adverse weather conditions; tact and courtesy in dealing with customers and the public; good judgment; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma plus four (4) years paid full-time or its part-time equivalent experience in maintenance or installation of water services and mains and hydrants, and appurtenances.

SPECIAL REQUIREMENTS: Possession of a valid New York State Class *B* Commercial Driver's License at the time of appointment.

Monroe County Civil Service Commission

REVISED: July 9, 1981
REVISED: August 13, 1987
REVISED: August 4, 1988
REVISED: October 11, 1990
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