

DISTRIBUTION SERVICEMAN

Code No. 4-14-017
COMPETITIVE

DISTINGUISHING FEATURES OF THE CLASS: This position involves responsibility for locating and identifying problems in the distribution system of the Monroe County Water Authority. Employees interface with other utilities, contractors and the public to prevent damage and/or assess damage to Monroe County Water Authority property. Employees must be able to move and install various tools and equipment of significant weight. Employees are required to enter confined or restricted spaces including sub-grade facilities and must be able to maneuver and work in tight quarters and around machinery. Employees may be required to work under unpleasant working conditions, and may include assisting with water main and sewer main stakeouts. The employee reports directly to and works under the general supervision of the Supervisor of Distribution and/or Distribution Manager, with considerable latitude in specific problems. Employees must be available for emergency duty twenty-four (24) hours per day and on a rotating basis on weekends and holidays. 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.)

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

Investigates service/main leaks and does related work;

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

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

Turns valves and services on and off without assistance;

Reads meters in unusual situations such as disputed bills or unusual length of time since previous reading;

Investigates for leaks using sound testing equipment;

Repairs or alters curb boxes or valve boxes and hydrants;

Takes measurements and inspects work performed by other contractors or utilities when Water Authority facilities are involved;

Checks site of new service applications to determine if service is ready to be installed, locations of nearest main;

Operates service or maintenance vehicle;

Provides field service experience to indoctrinate new office employees.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of water distribution system maintenance and service practices; good knowledge of meter reading; good oral communication skills; analytic ability to locate and identify source of problem; ability to follow oral and written instructions; ability to walk long distances in all types of terrain; ability to read maps and construction drawings and make sketches; ability to take necessary precautions to avoid accidents; tact and courtesy in difficult situations dealing with customers and the public in general; honesty; dependability; willingness to work alone; manual dexterity; good hearing; willingness to work outdoors in adverse weather conditions; integrity; good judgment; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma, plus six (6) years full-time or its' part-time equivalent paid experience related to construction, maintenance, or service phases of a water distribution system.

SPECIAL REQUIREMENTS:

Depending on position duties, candidates for employment with Monroe County Government will be required to pass a pre-employment drug test.

Depending on work locations, employees may be required to meet medical standards necessary of the use of a respirator and self-contained breathing apparatus;

Possession of a valid New York State CDL Class *B* Operator's license at the time of appointment.

SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS AND BOCES:

Per Chapter 180 of the Laws of 2000, and by Regulations of the Commissioner of Education, to be employed in a position designated by a school district or BOCES as involving direct contact with students, a clearance for employment from the State Education Department is required.

- REVISED:** July 9, 1981
- REVISED:** October 11, 1990
- REVISED:** July 15, 1993
- REVISED:** May 6, 1999
- REVISED:** March 9, 2000