

DEPARTMENT: #31 WATER  
JOB TITLE: WATER/SEWER CREWMAN II  
SUPERVISOR'S TITLE: W/WW SUPERINTENDENT

PAY GRADE: 15

JOB SUMMARY:

This employee operates, maintains, and repairs the City of Brady (City) water production, water distribution and wastewater collection system.

ORGANIZATIONAL RESPONSIBILITIES:

- (1) Reports to W/WW SUPERINTENDENT for overall direction;
- (2) Reports to Water/Sewer Senior Foreman for day-to-day direction;
- (3) Occasionally works with personnel from other departments and divisions and has frequent contact with public;
- (4) Supervises water crewman/operators assigned to assist him.
- (5) Reports to work on-time.

GENERAL DUTIES:

This employee is responsible for operating, maintaining, and repairing the City's water production, water distribution and sewer collection systems and duties include:

- \*Operating, maintaining, and repairing:
  - (a) Waterwell pumps, motors and control equipment;
  - (b) Chemical injection equipment;
  - (c) Storage tanks and booster pumps;
  - (d) Valves and fire hydrants;
  - (e) Sewer lift station and grinder pumps;
- \*Repairing and replacing water main and lines;
- \*Repairing, unstopping and replacing sewer mains and lines;
- \*Making taps and extensions;
- \*Replacing water meters;
- \*Performing chlorine residual tests;
- \*Refilling chemical injectors and replacing chlorine cylinders;
- \*Keeping records related to above activities;
- \*Operate backhoe equipment; vac-trailer; hydro vac-truck;
- \*Uses good judgement to work safely and use equipment properly and use proper safety precautions and procedures;
- \*Keeps vehicles, storage area, and equipment clean, orderly and in safe working condition; performs preventative maintenance checks on vehicles and equipment;
- \*Lifts and carries up to 80 pounds, and pulls, pushes, or drags up to 150 pounds of water line or meter maintenance, repair, test, or installation equipment;
- \*Stands, walks, climbs, crawls, kneels, squats, stoops, and twists for extended periods of time while maintaining, repairing, testing, or installing water lines and meters;

- \*Works outdoors in extreme temperatures including heat, and cold temperature swings, and inclement weather;
- \*Exposure to dust, odor, electrical, mechanical, and environmental related hazards;
- \*Communicate effectively and courteously with the public and other City employees;
- \*Works 5 days/40 hours per week, regularly required to work overtime and will be required to do stand by duties;
- \*Performing other tasks as directed.

**REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND TRAINING:**

- (1) Licensed Class C groundwater certificate; training prerequisite to obtaining and maintaining Class "1" wastewater collection certificate preferred;
- (2) A thorough knowledge of waterworks operations, maintenance and equipment;
- (3) A working knowledge of and experience with Brady's water and wastewater systems;
- (4) Ability to deal tactfully and diplomatically with the public;
- (5) Ability to perform strenuous physical labor;
- (6) Skill and experience in operating backhoe; vac-trailer (sewer jetter) equipment; skid-steer, dump trucks and hydro-excavation unit;
- (7) A working knowledge of TCEQ rules and regulations relating to water distribution and wastewater collection operations;
- (8) Must reside within 10 miles of downtown Brady;
- (9) Must have an activated telephone or cell number at all times.

**REQUIRED CERTIFICATES AND LICENSE:**

- (1) Texas Motor Vehicle Operators License (driver's license);
- (2) Texas Motor Vehicle CDL Class B or better;
- (3) Class "C" Groundwater Certificate or better issued by TCEQ;
- (4) Preferred Class "1" Wastewater Collection or better issued by TCEQ;
- (5) High School diploma or GED.

I have reviewed this job description and the duties with the employee named below.

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Date

I understand my duties listed above and that my duties are not limited to those listed, and I have received a copy of this job description.

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date