



## **Job Opening**

### **Position: Maintenance**

### **(Full-time)**

**Trainee: \$26.54/hr. - \$32.26/hr. DOQ**

**Maintenance I: \$29.22/hr. - \$35.51/hr. DOQ**

**Maintenance II: \$30.68/hr. - \$37.29/hr. DOQ**

**Maintenance III: \$33.73/hr. - \$41.00/hr. DOQ**

**Application Deadline: Open until filled**

**Apply at the District office or on our website**  
**([www.sweetwatersprings.com](http://www.sweetwatersprings.com))**

The Sweetwater Springs Water District is now accepting applications for a full-time Maintenance Worker.

- ✓ 40 hours/week with excellent benefits
- ✓ Union position

For more information,, call the District at (707) 869-4000 or email Ryan Atkinson, Field Manager, at [ratkinson@sweetwatersprings.com](mailto:ratkinson@sweetwatersprings.com)

# **Sweetwater Springs Water District**

## **Maintenance Worker/Trainee**

### **Maintenance Worker I, II, III**

#### **Definition:**

Performs a variety of skilled and unskilled water system maintenance, repair, construction, and re-construction tasks under general supervision of senior employees. May operate water distribution and treatment equipment as assigned. Requires weekend, evening, and holiday on-call work assignments. Performs related tasks as required.

#### **Distinguishing Characteristics:**

The trainee-level classification is an entry-level position which requires some basic technical skills and knowledge related to underground construction. A level of mechanical aptitude and the knowledge or ability to learn how to solve water-related math problems are necessary. Work is observed and reviewed during performance, and procedures are explained in detail relative to the specific task at hand. Requires obtaining **T-1 and D-1** CA state certifications within approximately one year of hire date.

Level I is the advanced entry-level classification. The employee has a general knowledge of water system operation and maintenance procedures and must have **T-1 and D-1** CA state certification.

Level II. The employee is expected to fully perform a wide variety of tasks under general supervision and must have a **T-2 and D-2** CA state certification.

Level III is the journey-level classification. The employee has significant water system experience. The employee can perform duties under limited supervision and must have at least **T-2 and D-3** CA state certification.

#### **Duties and Responsibilities:**

- Dig trenches, excavate, clean, flush, inspect, repair, construct and/or reconstruct water lines and laterals
- Locate and mark underground utilities
- Operate equipment in a safe manner, including, but not limited to, soil compactors, compressors, leak detectors, jack hammers, weed eaters, backhoes and/or dump truck
- Investigate and resolve inquiries and complaints from customers via work orders and by customer contact
- Perform equipment maintenance
- Mix chemicals and make adjustments to feed rates.

- Maintain records and logs
- Utilize proper safety precautions relative to work performed in the field
- Perform heavy manual labor
- Traffic control
- Maintain storage tanks, paint and clean as assigned
- Prepare written entries in diaries, work orders and other report documents
- Work weekdays, weekends, holidays, and evenings on a scheduled, on-call and as-needed basis
- Obtain and maintain State treatment and distribution licenses
- Conduct pump rounds on an assigned shift
- Perform on-call maintenance and repair work
- Maintain and monitor parts and material inventories
- Perform site and building maintenance
- Take water samples and record findings
- Follow written and oral instructions and safety procedures
- Develop cooperative working relationships with District staff and the public
- Read water meters, transcribe to ledger book or electronic meter reading device
- Conduct water meter checks, turn water services on and off, lock off meters, replace and set new meters
- Perform other tasks as assigned

## **Knowledge and Abilities:**

### **Knowledge of:**

- Use and purpose of general construction tools and equipment
- Safe work practices
- Basic principles of domestic water biology, chemistry and mathematics
- Spelling and grammar sufficient to perform the job
- General construction methods and procedures
- Principles and practices of water treatment and distribution in a community water system

### **Ability to:**

- Understand and carry out oral and written instructions
- Perform unskilled, semi-skilled, and skilled tasks as assigned
- Bend and lift heavy objects, walk long distances, and perform heavy manual labor
- Communicate clearly with staff and the public
- Work cooperatively and maintain harmonious working relationships with field staff, office staff and the general public
- Read and record information from gauges, instruments and water meters
- Work weekdays, weekends, holidays and evenings on a scheduled, on-call, and as needed basis
- Obtain and maintain State treatment and distribution licenses

- Safely operate vehicles and construction equipment
- Perform basic arithmetic calculations

### **Required Qualifications:**

#### **Education:**

High school graduate, GED or equivalent.

### **Special Licenses/Certification/Skills:**

Valid California Class "C" drivers license, Water Treatment and Water Distribution certification issued by the State of California, Department of Health Services, at level required for the job classification.

APPROVED as of March 14, 2002  
(See, Resolution 02-09)