



SPANAWAY WATER COMPANY
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Job Title: Water Worker (Water Worker Levels I and II)

Summary

Water Worker I is considered an entry-level position that serves as a member of the Company's field staff for all field operations and maintenance functions. Water Worker II is a journey level position that serves as senior member of the Company's field staff for all field operations and maintenance functions. Both positions are considered 'Safety-Sensitive' positions. The Water Worker is a Union position that assists in the operation and maintenance of the water distribution system. Both positions report to the Field Superintendent, or as assigned to the Field Lead. They both perform a variety of physically demanding work using heavy and specialized equipment to maintain or repair the water system. They are responsible for various maintenance program(s) related to the water system, facilities or vehicles.

Physical Demands

The physical demands described here are typical of those that must be met and maintained by an employee.

- While performing the duties of this position, an employee is constantly required to use hands and fingers, handle, feel or operate objects, tools or controls and reach with hands and arms. The employee constantly is required to stand, talk, hear, walk, and sit. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus. The employee is frequently required to lift, carry, push, or pull up to twenty-five (25) pounds; occasionally required to lift, carry, push, or pull up to fifty (50) pounds and occasionally required to lift, carry, push, or pull over one hundred (100) pounds.

Essential Duties for Water Worker I

An employee in this position is constantly required to use written and oral communications skills; read and interpret data, information, and documents; analyze and solve problems; use math and mathematical reasoning; observe and interpret situations; deal with changing, intensive deadlines, and appropriately interact with officials and the public. Essential Duties and Responsibilities include the following. Other duties, responsibilities, and activities may change or be assigned at any time with or without notice.

- Conduct routine inspections, service, and perform preventive maintenance on all components of the Company's water distribution system.
- Replace, repair, maintain and install main pipes, hydrants, valves, blow-offs, meters, services, and other water system facilities.
- Operate hand and powered tools, vehicles, and equipment in a safe and efficient manner.
- Set up traffic devices and perform flagger duties to control vehicle and pedestrian traffic in and around work sites.
- Ensure assigned vehicles, equipment and tools are operated and maintained in safe and operative condition.
- Collect data, and complete detailed documentation in a precise and timely manner.
- Read construction record drawings, as-builts, GIS maps, and other Company facility records.
- Respond courteously to questions or concerns from the public within scope of knowledge and refers other questions to appropriate employee or supervisor.

- Perform on-call duty and respond to water emergencies after hours. It is required to maintain or arrange for the ability to provide on-call response within 20 minutes.
- Locate and document underground utilities using maps and electronic devices.
- Work safely and in accordance with Federal, State and Company safety standards, including the use of appropriate safety equipment.
- Learn and demonstrate an understanding of SWC's 'Development Standards' document.

Required Qualifications for Water Worker I

- HS Diploma, GED or equivalent
- Possess the ability to apply basic mathematics
- Possess basic knowledge of construction operations and tools, equipment, and vehicles
- Ability to learn the safe and effective operation of various construction equipment
- General familiarity in reading of maps and finding locations
- General familiarity with operation of Microsoft office suite to communicate and track program data.
- Ability to quickly learn additional computer software such as time keeping and field specific programs related to job duties
- Follow written and oral instructions, display good judgment, work independently and as part of a team
- Ability to create good working relationship with co-workers and the general public, and ability to work well under pressure and stay calm in stressful situations.
- Possess a valid Washington State driver's license with acceptable driving record
- Obtain a Traffic Control Certification (within 6 months)
- Certification and license types, as well as levels, shall follow the current union bargained Wage and Working Agreement requirements and prerequisites for this job classification. Certifications and licenses will be determined by, and coordinated with, Spanaway Water Company Management.
- Additional Certifications and training to include but not limited to: First-Aid and CPR, Forklift, Trenching and Shoring Competent Person, Confined Space Entry, and Asbestos Cement Pipe Work

Essential Duties for WW II in addition to Water Worker I

Essential Duties and Responsibilities include the following. Other duties, responsibilities, and activities may change or be assigned at any time with or without notice.

- Capable of identifying existing and predictable hazards in the working conditions and take prompt corrective measures to eliminate them.
- Investigate water leaks to determine source and recommends remedial action.
- Locate and document underground utilities using maps and electronic devices.
- Document repairs or work completed, and notify appropriate personnel of deficiencies.
- Replace, repair, maintain and install main pipes, hydrants, valves, blow-offs, meters, services, and other water system facilities. Assist with documentation of completed work.
- Prepare forms, collect data, and complete documentation in a precise and timely manner.
- Provide on-the-job-training as needed in an appropriate and professional manner.
- As assigned, may fill in as the Utility Worker Lead.

Required Qualifications for WW II in addition to Water Worker I

- 5+ years related experience working with water utilities or equivalent combination of education, training, and experience.
- Working knowledge of water systems and/or construction operations and construction tools, equipment, and vehicles.
- Working experience reading maps and using GIS related products.
- Ability to quickly learn additional computer software and field specific programs related to job duties.

- Certification and license types, as well as levels, shall follow the current union bargained Wage and Working Agreement requirements and prerequisites for this job classification. Certifications and licenses will be determined by, and coordinated with, Spanaway Water Company Management.

Employment Standards

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. All staff must maintain a professional work ethic that reflects highly on the employee and the Company in accord with SWC policies and procedures. The requirements listed below are representative of the knowledge, skill, and/or ability required.

- Continually demonstrates an interest, concern, and respect for customers, staff, contractors, suppliers, and others following Company personnel handbook, policies, procedures, and practices.
- Responds to customer questions, requests, or issues in a professional manner directing questions to managerial level if beyond the scope of expertise.
- Must be willing and capable of attending and completing Water Company sponsored training. Including but not limited to training for confined spaces, fall protection, and lock-out/tag-out.
- Develops knowledge of and follows Company policies, procedures, and practices for all activities including customer service, customer complaints, and safety.
- This position typically works in an outdoor environment in all weather conditions. While performing the duties of this job, the employee occasionally works near moving mechanical parts, traffic, loud noises, fumes or airborne particles, toxic or caustic chemicals, confined spaces, and vibration.

Salary Range: Starting salary shall be established based on experience and qualifications. Salary shall follow the current bargained Wage and Working Agreement scale for this job classification.

Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job, or any job, at any time. Spanaway Water Company believes that each employee makes a significant contribution to our success. That contribution should not be limited by these assigned responsibilities. The position descriptions are designed to outline primary duties, qualifications and job scope, but not limit employees nor the organization to just the work identified. It is expected that each employee will offer his/her services wherever and whenever necessary to ensure the success of the Company.