

## City of Gardner Position Description

### MAINTENANCE WORKER – LINE

*Position Title:* Maintenance Worker – Line  
*Department:* Utility  
*Reports To:* Line Maintenance Superintendent  
*Salary Range:* 2  
*FLSA Status:* Non-Exempt (eligible for overtime pay)  
*Last Update:* October 17, 2023

#### **Job Summary:**

The Maintenance Worker (Line) performs semi-skilled work in a wide variety of water and sewer maintenance and construction tasks.

#### **Job Scope:**

Requires job-acquired skills and the use of motorized equipment. Performs maintenance and construction of water and sewer lines. Work is subject to supervision and review by a supervisor. Employee does not have supervisory responsibility for subordinate personnel.

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

- Performs repairs to water lines by responding to water leaks; identifying the source of leak; isolating line segment; exposing and making repairs; flushing system; placing line back into service; operating all the required valves; ensuring job site safety at all times.
- Performs testing of new construction water lines.
- Performs repairs to sewer lines by exposing the sewer line; identifying the source of the problem; avoiding the creation of damage to other utilities; conducting repairs; and ensuring a safe job site at all times.
- Completes work for customer service calls by responding to service call requests for water to be turned on, leaks at mains, sewer stoppages, and for service to lines; deploying with adequate equipment; and expediting the return to service of sewer or water to customers.
- Performs preventative maintenance by performing pull down maintenance utilizing the sewer combination truck with high pressure jetter, or mounted trailer; removing obstructions in sewer lines by derooting, cleaning, or introducing chemicals; and performing CCTV inspections to identify line problems as required.
- Completes installation of sewer and water taps by assisting with installation service of taps by exposing mains in asphalt, soils, or concrete; installing tap penetrating mains; isolating line as required; inspecting and testing for leaks at new connections.
- Conducts repairs to hydrants and valves by isolating fire hydrant lead; exposing piping and assessing damages for repair; replacing or reinstalling parts; performing inspections prior to placing hydrant in service; exposing valve; isolating line segment; identifying problem; repairing valve back to operational level; and placing valve into the open position.
- Operate concrete cutting and breaking equipment; operate a jackhammer; pour and finish concrete; construct concrete forms and perform other rough carpentry work.
- Maintains accurate records of work performed in Lucity.
- Assist Streets division with snow removal during the winter is a voluntary task that Utilities Line Maintenance staff can perform.
- Performs other skilled related duties as deemed necessary or as required

#### **Education, Certification and Experience Requirements:**

High school diploma or GED. Minimum of one (1) year experience in semi-skilled maintenance or construction, and/or operation of equipment, similar to that of the assignment or any equivalent combination of training and experience which provides the required knowledge, ability and skill. Requires the possession of a valid Commercial Driver's License (CDL) and a good driving record.

**Skills, Knowledge and Abilities:**

Knowledge of maintenance and construction methods or procedures for water distribution and sewer collection systems, etc. Good knowledge of the operations, maintenance, adaptability and limitations of the equipment used. Ability to make minor repairs of equipment used in the field. Ability to follow oral or written instructions. Ability to perform physical labor in varied climatic and work situations. Ability to work overtime when required. Ability to establish and maintain an effective working relationship with superiors, other employees and the general public contacted in the course of the work.

**Tools and Equipment Used:**

Pick-up trucks, self-propelled tractor mowers, back hoe, high-loader, dump trucks, skid loader, track loader, sewer cleaning and flushing equipment, and other related equipment.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee must be capable to negotiate rough terrain on foot to access maintenance problems. In accordance with Department of Labor guidelines this position must be capable of occasionally lifting 50-100 pounds in confined space during execution of duties. Must be capable of exerting 25-50 pounds frequently and 10-20 pounds constantly. Must be capable to operate a variety of motorized and heavy equipment. Requires mobility to complete errands, flexibility of body, manual dexterity and hand/eye coordination adequate to use equipment as assigned. Must be able to climb in and out of ditches using all required safety precautions. Requires mobility to complete errands, flexibility of body, manual dexterity and hand/eye coordination adequate to use equipment as assigned. Must be able to work at heights well above ground level and in manholes below ground level.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, this position functions primarily on a job site. Manual labor is required. Adverse weather conditions including prolonged exposure to temperature and precipitation extremes are a factor, as is exposure to fuels, exhaust, chemicals and hazardous implements and equipment.

**Selection Guidelines:**

Formal application, rating of education and experience; and successful completion of oral interview; reference check; physical and drug screen; and background checks are required. Job related tests including assessments may be required.

---

*The City of Gardner is an equal opportunity employer. Any applicant/employee with a disability as defined in the Americans with Disabilities Act may request an accommodation to perform the functions of this position. Requests should be directed to the immediate supervisor.*

The duties listed above are intended only as illustrations of the various types of work performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.