

**COLUMBIA POWER AND WATER SYSTEMS  
JOB DESCRIPTION**

**Job Title:**

Water Maintenance Worker

**Effective Date:**

**Reports To:**

Water Distribution Foreman

**Supervises Directly:**

N/A

**Supervises Through Subordinates:**

N/A

**Purpose for the Position:**

A non-exempt position to install and maintain water distribution system.

**Essential Responsibilities:**

1. Install and repair water mains and related items.
2. Install and repair service water lines.
3. Install and maintain fire hydrants.
4. Repair meter box leaks.
5. Change out water meters.
6. Perform hand labor.
7. Operate pipe tapping machine and make pressure taps on water mains.
8. Drive truck.
9. Operate construction equipment: paving breaker, air tamp, rock drill, push machine, tapping machine, pipe saw, air compressor, valve truck, and dump truck.
10. Other work as assigned

**To do this kind of work, you must be able to**

- read and write
- skillfully use handtools or machines needed for your work: service truck, paving breaker, air tamp, rock drill, push machine, tapping machine, pipe saw, air compressor, and valve truck.
- read blueprints
- follow instructions
- deal with general public
- accept responsibility for accuracy of your work
- basic knowledge of water system installation and maintenance

### **Essential Functions of the Job:**

1. Acknowledge and adhere to all CPWS policies
2. Regular attendance at work
3. Perform duties safely without endangering self, others, and the public
4. Maintain valid Tennessee Class A Commercial Driver's License
5. Subject to emergency call-out and stand-by
6. Abide by residency requirement as determined by the Board (CPWS personnel subject to stand-by or after-hours call-out must reside within a CPWS service territory or Maury County)
7. Ability to lift 0 - 100 pounds for 2 hours a day
8. Ability to lift and/or carry objects weighing 0 - 25 pounds for 6 hours a day
9. Ability to walk
10. Ability to stand for 8 hours a day
11. Ability to stoop
12. Ability to kneel and crouch for 8 hours a day
13. Ability to talk, see and hear
14. Ability to read job-related material
15. Environmental Conditions: Ability to work outside: Exposed to noisy places, fumes, chemicals, toxic substances and machinery. Exposed to weather that is cold, hot, rainy, and windy weather conditions.

### **Math Skills:**

Requires basic mathematical skills.

### **Language Skills:**

Must have developed language skills to the point to be able to read and understand instructions, material safety data sheets, journals, manuals, blueprint, and distribution maps. Must be able to write reports using prescribed format. Must participate in discussions/debates.

### **Relationships to Data, People, and Things:**

Data: Coordinating: Determines time/place/sequence of operation(s) or action(s) to take on basis of data analysis; executing determination of and/or reporting events. Must have ability to understand instruction and underlying principles. Must be able to determine time, place, and operation of current job.

People: Speaking/Signaling/Writing: Talking with and/or signaling people to convey or exchange information. Must be able to work with other employees in performing work schedules.

Things: Operating/Controlling: Starting, stopping controlling and adjusting the process of machines or equipment. Operating machines involves setting up and adjusting the machine or materials as the work progresses. Controlling involves

observing progress of operations and turning devices to regulate reactions of materials. Precision working: using body member or tools to aid in work and apply to task being performed.

**To do this job, you must have the following minimum amount of total education and/or experience:**

1. High School Diploma or equivalent
2. Minimum 3 years construction experience or related field
3. Complete 4 year CPWS' in-house apprentice program

**GENERAL REQUIREMENTS:**

This is not necessarily an exhaustive list of all responsibilities, skills, duties, requirements, efforts, or working conditions associated with the job. While this is intended to be an accurate reflection of the current job, management reserves the right to revise the job or to require that other or different tasks be performed when circumstances change (i.e., emergencies, changes in personnel, workload, rush jobs, or technological developments). This job description does not constitute a written or implied contract of employment.