

FACILITIES LINE LOCATOR – VALVE TECHNICIAN

DEFINITION

Under general supervision, responds to dig alert service requests for District owned facilities; creates and updates underground utility maps; locates, identifies and field marks District facilities; participates in the predictive/preventive maintenance of water distribution system valves and other appurtenances; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from assigned supervisory or management personnel. Exercises technical supervision over line locating staff.

CLASS CHARACTERISTICS

This classification is responsible for independently performing technical duties in support of the District's line-location and mapping of underground appurtenances, as well as participating in the repair and maintenance of water systems' valve maintenance and repair programs. Positions at this level exercise judgment and initiative in their assigned tasks, receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the typical functions of the job.

- Reviews, edits, prints out, and schedules all underground service alert tickets received; utilizing a computerized information system and various line location devices, locates, identifies, and marks various District infrastructure as required including waterlines, services, and appurtenances, sewer lines and service laterals, reclaimed waterlines, and District owned electrical and phone lines to comply with Underground Service Alert requests.
- Participates in the planning of and performs a wide variety of semi-skilled, skilled, and manual duties involved in the installation, maintenance, inspection, exercising and servicing of water distribution system valves and other appurtenances common to a water distribution system.
- Performs assigned functions involved in the preventive/predictive maintenance programs including valve exercising and water distribution system flushing.
- Participates in the planning of a preventive/predictive maintenance program including inspection, maintenance, repair, service and overhaul activities of water distribution system isolation and control valves and other equipment related to the delivery of potable, agricultural and reclaimed water.
- Plans and assists with the coordination and implementation of water system shutdowns and highlining operations.
- Performs a variety of routine to complex maintenance and activities on fire hydrants and air vacs.
- Coordinates and assists with the performance of both systematic and isolated water distribution system flushing and sampling.
- Plans and lays out work from instructions and/or work orders using blueprints, sketches, and

- drawings; reads, understands, and interprets technical maintenance manuals associated with water distribution system maintenance and operation and related maintenance equipment.
- Participates in and assists with training and planning the work of other District personnel and reports on contractor operations as assigned.
 - Coordinates with and performs maintenance and repair activities with other District sections and divisions.
 - Estimates time, materials, and equipment required for jobs assigned.
 - Operates a variety of construction and maintenance equipment and hand and small power tools including forklifts, portable valve exercising and vacuuming equipment, compressors, jack hammers pneumatic, hydraulic, and electric tools; sets up and uses rigging equipment to move valves and other heavy parts or equipment.
 - Responds to emergency call out situations and performs standby duty for emergency response on weekends and holidays according to predetermined schedule.
 - Participates in the development of District safety programs; observes and complies with all District and mandated safety rules, regulations, and protocols.
 - Performs related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles and practices of water distribution and wastewater collection system line location and marking.
- Water distribution systems and the methods, materials, equipment, practices, and tools required for the installation, maintenance, location, diagnosis and repair of water distribution system lines, valves, and appurtenances.
- Principles and practices of distribution system flushing and controlled system shutdowns.
- Principles and practices of preventive/predictive maintenance programs as applied to water distribution systems in general and valve exercising in particular.
- Basic office procedures, methods, and equipment including computers and applicable software applications.
- The use of hand tools and safety gear.
- Methods and techniques of proper telephone etiquette.
- Principles and practices of record keeping.
- Occupational hazards and standard safety practices.
- Applicable federal, state, and local laws, codes, and ordinances relevant to the area(s) of responsibility.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and District staff.
- The structure and content of the English language to effectively perform the work.
- English language, including the meaning and spelling of words, rules of composition and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Locate, identify, and mark District waterlines, services, and appurtenances, sewer lines and service laterals, reclaimed waterlines, and District owned electrical and phone lines.
- Perform a variety of semi-skilled and skilled construction and maintenance tasks.

- Operate and maintain hand and power tools pertaining to the work in a safe and efficient manner.
- Understand and carry out oral and written directions.
- Ensure adherence to safe work practices and procedures.
- Ensure the timely and accurate completion of facilities location activities as required.
- Read, interpret, and work from blueprints, plans, schematics, diagrams, and maps as related to a water distribution system.
- Independently organize work, set priorities, meet critical deadlines and follow-up on assignments.
- Use tact, initiative, prudence and independent judgment within general policy and procedural guidelines.
- Effectively use computer systems, software applications relevant to work performed and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:

Equivalent to the completion of the twelfth (12th) grade supplemented by specialized coursework or training in water distribution systems.

Experience:

- Four (4) years of increasingly responsible experience in the installation, maintenance, and repair of water distribution system, including system line locating, and flushing and valve exercising programs.

Licenses and Certifications:

- Possession of a valid California Class C driver's license, to be maintained throughout employment.
- Possession of a valid Water Distribution Operator Grade 3 (D3) certification issued by the California State Water Resources Control Board.
- Possession of a valid Water Treatment Operator Grade 1 (T1) certification issued by the California State Water Resources Control Board.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein 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 job functions.

ENVIRONMENT

Outdoor field environment; travel from site to site; exposure to noise, dust, grease, smoke, fumes, noxious odors, gases, vibrations, and all types of weather and temperature

conditions; exposure to hazardous traffic conditions; work in or around water; work and/or walk on various types of surfaces including slippery or uneven surfaces and rough terrain; incumbents may be required to work extended hours including evenings and weekends.

PHYSICAL

• Level Two

Incumbents require sufficient mobility to work in a field environment; walk, stand, and sit for prolonged periods of time; frequently stoop, bend, kneel, crouch, crawl, climb, reach, and twist; push, pull, lift, and/or carry moderate to heavy amounts of weights; operate assigned equipment and vehicles; ability to verbally communicate to exchange information.

VISION

See in the normal visual range with or without correction; vision sufficient to read printed documents and to operate assigned equipment.

HEARING

Hear in the normal audio range with or without correction.

ADDITIONAL REQUIREMENTS

Must be able to respond within a forty-five (45) minute time period to the District's Corporate Yard while on standby duty; must be able to communicate by telephone for the duration of the on-call shift.