

# NORTHAMPTON COUNTY NOTIFICATION OF POSITION VACANCY

04/03/18

## Water & Sewer Tech I

Northampton County is accepting applications for a full-time Water & Sewer Technician I position in the Public Works Department.

The individual in this position will perform a variety of functions in the maintenance and repair work related to water and sewer utility lines, pump stations and meters. Work involves using a variety of tools and light equipment to build, repair and replace sections of water and sewer lines, to unstop clogged sewer mains, and flush water systems. Employee may become accountable for reading water meters for the purpose of setting water fees for county citizens.

Qualified Candidate: Graduation from high school or GED supplemented by courses in water and sewer treatment system operations and considerable experience in construction and maintenance of distribution systems; or equivalent combination of education and experience. Desirable: certifications Grade 1 Collections operator certification, C-Distribution certification and CDL. Possession of valid ~ North Carolina driver license required.

Apply at the Division of Employment Security (DES)  
Becker Village Mall, Roanoke Rapids NC  
or mail application to: HR Dept., PO Box 367, Jackson NC 27845  
or apply in person at the  
Northampton County Human Resources Department  
107 Thomas Bragg Drive, Jackson NC

### SUBMIT A NORTHAMPTON COUNTY APPLICATION

Available @ [www.northamptonnc.com](http://www.northamptonnc.com)

**Postmark/Closing Date: Monday, April 23, 2018**

*Normal Hiring Salary Range*  
Grade 61 – \$25,371 to \$26,656

*Northampton County Is An Equal Opportunity Employer And Hires Only U.S. Citizens And Lawfully Admitted Aliens.  
Northampton County Is A Drug-Free Workplace.*

All Candidates Will Be Subject To Background Checks/Drug Testing As A Condition Of Employment.

# **Water & Sewer Technician I**

## **General Statement of Duties**

Performs a variety of limited functions in the maintenance and repair work related to water and sewer utility lines, pump stations and meters.

## **Distinguishing Features of the Class**

An employee in this class performs limited labor tasks in the replacement and repair of water and sewer lines. Work involves using a variety of tools and light equipment to build, repair and replace sections of water and sewer lines, to unstop clogged sewer mains, and flush water systems. Work also involves mowing and grounds maintenance around public works facilities and properties within the county. Employee may become accountable for reading water meters for the purpose of setting water fees for county citizens; receive and investigate customer complaints. Employee assists higher level technicians in the resolution of complex construction, replacement and repair projects and functions with some independence during periods of on-call work. Work can be strenuous and employee is subject to working in all kind of environments as well as being exposed to various hazards such as loud noises, vibrations, moving mechanical parts, electrical current, chemicals, fumes, odors, dust, gases, poor ventilation and oils. Work is also subject to the rules and regulations of OSHA, and work is performed under regular supervision and is evaluated through observation and inspection for adherence to instruction and standard trade and safety procedures.

## **Duties and Responsibilities**

### **Essential Duties and Tasks**

Performs limited trades work in the construction, replacement and repair of water and sewer lines.

Performs and assists with making water and sewer taps, installs fire hydrants and the installation/maintenance of water meters.

Reads water meters on a monthly basis.

Investigates and resolves customer complaints.

Connects and disconnects water services for customers.

Performs preventative maintenance on equipment and facilities.

Cuts grass, clears brush and maintains facility grounds and rights-of-way.

Performs varied functions which are limited in nature during on-call situations.

## **Recruitment and Selection Guidelines**

### **Knowledge, Skills, and Abilities**

Considerable knowledge of the principles, engineering specifications and environmental regulations associated with the distribution and collection systems.

Considerable knowledge of the tools, materials and equipment used in the installation, replacement, maintenance and repair of water and sewer utility lines.

Considerable knowledge of a variety of maintenance and manual methods and tasks involved in the installation, maintenance, repair and replacement of utility lines and appurtenances.

Considerable knowledge of the use of common hand and power tools.

Considerable knowledge of the safe use and operation and preventive maintenance of

common automotive and mechanical equipment.  
Knowledge of the public water and sewer service policies and procedures.  
Ability to establish and maintain effective working relationships with supervisors, co-workers and the public; and to lead a small crew.  
Ability to read utility line maps and operation and service manuals and to understand and follow oral and written instructions.  
Ability to take samples and prepare reports and maintain records.

#### Physical Requirements

Must be able to physically perform the basic life operational functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, feeling, talking, hearing, and repetitive motions.  
Must be able to perform very heavy work exerting up to 100 pounds of force occasionally; 50 pounds of force frequently; and 20~ pounds constantly.  
Must possess the visual acuity to operate mobile equipment such as the backhoe and dump truck in a safe manner, to prepare records and reports and read maps and plans.

#### Education and Experiences

Graduation from high school or GED supplemented by courses in water and sewer treatment system operations and considerable experience in construction and maintenance of distribution systems; or equivalent combination of education and experience.  
Desirable: certifications Grade 1 Collections operator certification, C-Distribution certification and CDL.

#### Requirements

Possession of valid North Carolina driver's license.