VALLECITOS WATER DISTRICT

SENIOR CONSTRUCTION WORKER

DEFINITION

Under general supervision, operates equipment and directs crew in the construction, maintenance, and repair of water and sewer systems and wastewater reclamation properties and facilities; performs various associated field maintenance activities; performs related duties as required.

CLASS CHARACTERISTICS

This position is the lead worker and advanced journey level in the Construction Worker job class series, personally performing the more difficult and complex duties; serves as a crew lead and may assume duties of the supervisor as necessary; and performs skilled heavy equipment operation. This class is distinguished from the Construction Supervisor, which is the first line supervisory class responsible for supervising and evaluating the work of Construction Workers.

ESSENTIAL FUNCTIONS

Essential functions include, but are not limited to, the following:

- Serves as lead worker over other Construction Workers; schedules, assigns, and monitors work; trains less experienced Construction Workers; ensures completion of assigned work and compliance with regulatory requirements; responds to emergencies as needed; provides technical assistance to staff; ensures that safe work methods are followed and that appropriate safety precautions and equipment are utilized;
- Operates a backhoe, loader, bulldozer, and other types of heavy construction equipment to construct, repair, and maintain water mains, sewer lines, reclaimed water lines, roads, right-of-ways, and other water distribution, reclaimed water, and wastewater collection properties and facilities; drives a truck and trailer to haul equipment to and from job locations;
- Checks job site for potential hazards, determines precautions for safe equipment operation, and performs assignments in accordance with safety requirements and job site conditions; ensures that safe work methods are followed and that appropriate safety precautions and equipment are utilized;
- Inspects equipment, makes operating adjustments, and performs minor preventive maintenance and repair; maintains equipment in a clean and orderly condition; exercises valves and performs system shutdowns;
- Maintains records of time and work performed; obtains road excavation permits; coordinates, develops, and distributes the daily schedule in the absence of the supervisor; may coordinate and schedule system shut-downs to perform work;
- Researches materials and parts; obtains quotes on materials for assigned jobs; creates work orders utilizing CMMS; inputs and maintains accurate records and logs, using appropriate computer software;
- Performs a variety of skilled and semi-skilled field maintenance work as a crew member; may be required to perform confined space entries;
- May stand duty on a rotational basis and may work outside of regular work hours as necessary, including weekends and holidays; required to respond within 30 minute time frame while on duty status;
- Operates assigned vehicles skillfully and safely; inspects and fuels vehicles; reports the need for repairs and service; observes safe driving practices;
- Operates and maintains a wide variety of hand and power tools and equipment related to work assignments;
- Operates copiers and a variety of office equipment;
- Performs duties in a professional manner and works well with others or in a team setting;
- Establishes and maintains cooperative working relationships with co-workers, outside agencies, and the public;
- Regular attendance and adherence to prescribed work schedule to conduct job responsibilities;
- Observes safe work practices and safety methods; performs other duties as assigned.

QUALIFICATIONS GUIDELINES

Knowledge, Skills, and Abilities

Knowledge of:
- Equipment operation, techniques, and methods used in the construction and maintenance of streets and water systems;
- Codes, laws, and regulations applicable to the work; safe work methods and safety regulations pertaining to the work;
- Uses and purposes of general construction tools and equipment;
- Traffic laws, ordinances, and rules involved in truck and construction equipment operation;
- Reading and interpreting blueprints, work sketches, and specialized maps;
- Shop mathematics;
- Basic computerized record keeping applications.

Ability to:
- Operate and transport a variety of light to medium duty construction equipment in a safe manner;
- Enter data into computer system; keep and maintain accurate records;
- Perform skilled maintenance, construction, and repair work; use hand tools and power tools safely; perform a wide variety of physically strenuous tasks;
- Work under routine and emergency conditions, sometimes in severe weather; be available for standby duty with a 30 minute response time; respond to emergency and problem situations in an effective manner;
- Read and interpret maps and blueprints; read survey stakes, elevations, and grades;
- Train personnel on unit activities, procedures, and regulations; direct the work of assigned staff at the job site;
- Communicate effectively with a variety of personnel; establish and maintain effective working relationships;
- Understand, explain, and apply policies and procedures; understand and follow verbal and written directions;
- Work independently; use initiative and independent judgment within established guidelines.

Education & Experience

Any combination of education or experience that would likely provide the necessary knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be: high school graduation or equivalent; and two years of field construction and maintenance
experience, equivalent to the District’s Construction Worker II class. Experience and proficiency in operating heavy equipment is required.

Licenses, Certificates, and Special Requirements

- Possession of a valid and current Class A California driver’s license and a satisfactory driving record;
- Possession of State Water Resources Control Board (SWRCB) Water Distribution Operator Grade 2 (D2) required;
- Possession of SWRCB Water Distribution Operator Grade 3 (D3) highly preferred.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Employees may be required to wear and/or use personal protective and other safety equipment. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands: While performing the duties of this job, the employee is regularly required to stand and walk; use hands and fingers to handle or feel; reach with hands and arms; stoop, kneel, crouch, or crawl; talk or hear. The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move up to 100 pounds. The employee is occasionally required to sit, climb, balance, or smell. Specific vision abilities required by this job include close, distance, color, and peripheral vision; depth perception; and the ability to adjust focus.

Environment: Employee regularly: works outdoors, exposed to sun, temperatures above 80 degrees, and other weather conditions; drives Class A & B vehicles; exposed to unusually loud sounds and hazardous materials. Employee frequently: required to work at night; work with equipment producing pronounced vibrations; exposed to common allergy-causing agents; required to get body and/or clothes wet. Some work done at a height of more than 12 feet above ground. Intermittent work in confined or cramped positions. May work in areas of high humidity.

I have reviewed this Job Description with my Supervisor and agree with its contents.

________________________________________________________________________
Employee Signature                                                                                Date

________________________________________________________________________
Supervisor Signature                                                                                Date

The specific statements shown in each section of this job description are not intended to be all-inclusive. They represent typical elements and criteria necessary to successfully perform the job.