



CLASS TITLE | WATER/WASTEWATER WORKS OPERATOR I

PAY GRADE: LT-14| www.cityoftulsa.org/pay

Class Code: 8551

Effective Date : 10/19/2022

PURPOSE OF THE CLASSIFICATION:

Under general supervision is responsible for performing a variety of unskilled and limited semiskilled tasks; works as a member of a crew engaged in hazardous, heavy construction, and/or major repair or maintenance activities involving City services or facilities, and other related assigned duties.

ESSENTIAL TASKS: (All Department/Divisions):

- Performs unskilled or semi-skilled construction, maintenance and/or repair activities related to water and wastewater operations, facilities and equipment
- Complies with state and federal environmental regulations
- Performs Pretrip inspections and documents condition
- Performs Confined Space Entry (CSE)
- Prepares site protection devices and maintains worksite safety
- Cleans up work area and equipment when the job is completed
- Must report to work on a regular and timely basis

In addition to the above tasks, the following essential tasks may be required by the individual department/division.

SOM

- Protects public health by assisting with the investigation of customer emergency calls to identify and resolve issues
- Assists with the use of specialized sewer maintenance, mechanical and construction equipment
- Performs sewer mainline repair in excavations

Water Distribution & Water Supply

- Makes repairs to, cleans, disinfects, and flushes the water main systems; and responds to citizen's water quality inquiries
- Inspects, locates, and operates valves and conducts valve surveys by atlas page
- Performs on site credit collection and utility turn-on and offs in some positions
- Maintains grounds, mowing, weed-eating, and building fences in some positions
- Reads, removes, and installs water meters in some positions

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

QUALIFICATIONS:

Training and Experience: Must meet one of the following options or an equivalent combination of training and experience per Personnel Policies and Procedures, Section 100

1. (a) Graduation from high school or possession of a General Educational Development Certificate (GED): **and,**
(b) Three (3) months of experience performing heavy manual labor
(c) Refer to the Water/Wastewater Works Operator Progression Criterion Document for additional requirements.

Knowledge, Abilities and Skills:

Knowledge of:

- Good knowledge of basic manual labor practices, methods, tools, and materials



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- Good knowledge of the hazards and safety precautions of the work
- Good knowledge of the operation and maintenance requirements of trucks and construction equipment
- Good knowledge of local traffic laws and regulations
- Good knowledge of the geography and street locations of the city
- Good knowledge of the operation and maintenance of mechanical systems
- Good knowledge of the hazards and applicable safety rules and regulations of equipment operation.

Ability to:

- Ability to operate trucks and construction equipment skillfully and safely
- Ability to understand and follow verbal instructions and read and follow written instructions
- Ability to perform heavy manual labor under any type of weather conditions
- Ability to courteously and tactfully communicate with fellow workers, supervisors, other members of the organization, and the public in giving and receiving information.

Skill in:

- Skill in operating a personal computer and other office machines

Physical Requirements: Physical requirements include frequent walking and standing; frequent lifts/carries up to 60 pounds; occasional lifts/carries up to 105 pounds; occasional pushing and pulling up to 60 pounds; frequent balancing, bending, kneeling, handling, climbing, smelling and twisting; occasional reaching, crawling and feeling; and vision, speech and hearing sufficient to perform the essential tasks.

Licenses and Certificates:

- Possession of a valid Oklahoma Class "D" Driver license
- Possession of a Class "B" Commercial Driver's License (CDL) with applicable endorsements within 6 months from date of hire (some positions)
- Possession of a valid Oklahoma Class "D" Water/Wastewater License as issued by the Department of Environmental Quality (DEQ) within nine (9) months from date of hire.

WORKING ENVIRONMENT: Working environment is primarily outdoors and occasionally indoors, and in inclement weather. May be exposed to the following: hazardous materials, flammable liquids, traffic, cramped work areas, excessive dust, weather/extreme temperatures, trench excavations, underground gas/electric/petroleum lines, rough terrains, cutting/chipping/grinding, hazardous/toxic materials, sewage, damp/wet surfaces, snow/ice covered surfaces, insect bites, poisonous plants, overhead power lines, toxic fumes/vapors/odors, confined spaces, high noises; and may be required to work overtime and be on 24-hour standby.

EEO Code: N-07

Group: Labor and Trades

Series: Equipment and Plant Operations