



City of Humble
Employment Opportunity
Job Number – PW-20220808-WMT1

DATE POSTED: August 08, 2022	OPEN UNTIL: Filled
JOB TITLE: Maintenance Tech I	FLSA STATUS: Non Exempt
JOB CLASS: Full Time	DEPARTMENT: Water Department
REPORTS TO: Water Superintendent	LOCATION: Public Works
WORK HOURS: 7A-4P, M-F (Some Overtime Required)	ESSENTIAL: Yes

Position Summary:

Under direct supervision, the purpose of this position is to perform semi-skilled work in the installation and maintenance of the city's water/wastewater utility systems, lines and associated equipment. Work includes connection of fittings, excavation for the installation and repair of lines, the testing and monitoring of water pressure, job-site restoration tasks and all water and wastewater utility related tasks.

Duties and Responsibilities:

- Regular and timely attendance at work
- Repair and maintain water distribution lines and WasteWater collections lines, manholes, meters and related infrastructure while working carefully around utilities such as electrical power, gas, telephone and underground cables
- Perform work in cleaning sewer lines and manholes; replacing work and damaged parts; use sewer tape to unclog debris in line; use sewer machine to run sewer main to break up grease in line
- Operate and maintain equipment such as vehicles, jackhammers, pump, air compressors and other equipment used in repair and maintenance of water and sewer
- Routine maintenance and repairs on fire hydrants
- Install and remove water meters and all associated duties
- Perform water sample collections and testing
- Complete work orders and all paperwork related to job responsibilities
- Performs other duties as may be assigned

Knowledge, Skills, and Abilities:

- Ability to perform general maintenance and repairs within the Water and WasteWater collection system
- Knowledge of basic tools and equipment
- Knowledge of TCEQ rules and regulations
- Ability to work effectively in a diverse environment in extreme conditions
- Ability to work with and maintain good relationship with citizens and fellow employees
- Ability to pass a required background check, physical and drug/alcohol screen
- Ability to read and understand simple, clear instructions and directions

Minimum Requirements:

- High School Diploma or Equivalent
- Must be able to pass a background investigation, physical and drug screen
- Must have valid Texas Driver's License with acceptable driving record
- Must be able to acquire a valid Texas Class A Commercial Driver's License within one year of hire date
- Must be able to acquire Class "C" Distribution Certification within one year of hire date
- Must be able to acquire Class "C" Distribution and Collection WasteWater II Certification within two years of hire date
- Must be able to maintain renewal of all required TCEQ and other State licenses
- Three (3) years' experience – preferred

Essential Position:

This is a position that is essential to the provision of emergency services during and/or following a disaster. Employees in this position may be required to remain on duty during a man-made or natural disaster despite a general evacuation order for the area. Such employees are also expected to remain available for their normal shifts and for recall to emergency duty unless specifically released by City Management to evacuate. Employees in this position are specifically advised to plan accordingly for these circumstances and that any failure to adhere to these requirements may result in disciplinary action up to and including termination.

Physical Demands/Working Conditions:

- Must be able to exercise good judgment; make competent decisions; handle multiple projects; meet deadlines and work well under pressure and stress
- Must be able to perform the essential functions of the job, must be able to take, read, see, walk and hear, operate tools and maintenance equipment, follow oral and written directives, perform strenuous physical activities to include exerting up to 50 lbs of pressure, lifting heavy objects, shoveling, crawling, bending, kneeling and climbing on and off equipment
- Must be have good hand/foot/eye coordination to operate equipment; able to lift up to 50 lbs of equipment several times a day; work indoors, underground, in confined spaces, on ladders and under constantly noisy conditions; and work in adverse environmental conditions to include inclement weather such as rain, sleet, snow, heat, sun exposure, dust/mist and hazardous conditions such as street traffic and exposure to paints and chemicals
- Must maintain an effective and pleasant working relationship with coworkers, supervisors and the general public at all times

The statements contained in this job description reflect general details to describe the principal functions of this job, the level of knowledge and skill typically required and the scope of responsibility. It should not be considered an all-inclusive list of work requirements. Individuals may perform other duties as assigned, including work in other divisional areas to cover for absences, to equalize work during peak periods and/or otherwise balance workload.

Resumes are not accepted in lieu of an application. Applications may be downloaded at the City of Humble website at www.cityofhumbletx.gov/job-posting-and-job-applications . Once the application is completed it should emailed to careers@cityofhumble.net. Please be sure to include the Job Number in the Subject line on all emails.

The City of Humble is an AT-WILL-EMPLOYER and only accepts applications for positions that are currently posted. Applications will be reviewed by Human Resources and then forwarded to the hiring department to contact the selected applicants for interviews. Only applicants selected for interviews will be contacted.