



CITY OF PAWTUCKET

CITY HALL
137 ROOSEVELT AVENUE
PAWTUCKET, RHODE ISLAND 02860

DIVISION OF PERSONNEL

DONALD R. GREBIEN
MAYOR

DON ZIMMERMAN
DIRECTOR OF HUMAN RESOURCES

INTERNAL/EXTERNAL JOB POSTING NOTICE

The City of Pawtucket is posting the following vacancy in Local 1012 AFSCME:

#	DEPT.	DIVISION	JOB TITLE	PAYGRADE SALARY RANGE		
1	Water	T & D	Water Utility Worker	R-28	No License	\$688.48-718.20
				R-32	Grade I License	\$700.40-752.07
				R-36	Grade II License	\$739.08-788.79
				R-40	Grade III License	\$809.72-873.73
				R-44	Grade IV License	\$879.25-943.21

A Copy of the following must be included in your application package:

1. Valid Commercial Drivers' License (CDL);
2. High School Diploma/GED Certificate;
3. RI Drinking Distribution Operators License Grade I or obtain within one year of employment. Operator is responsible for maintaining license.
4. A City of Pawtucket Employment application which can be found at www.pawtucketri.com under employment opportunities.

Email your entire application package to HR@pawtucketri.com.

Must be available to respond to emergencies on a 24 hour basis.

Must be available for flushing nights/weekends

Regular scheduled hours: 7:00 a.m. – 3:30 p.m.

Job Specifications are posted in the Personnel Division for your review
Candidates must meet minimum qualifications as stated in job description

Internal Applicants: April 19, 2018- April 27, 2018

External Applicants: April 19, 2018- Until filled

The City of Pawtucket is an Equal Opportunity Employer and fully complies with the American with Disabilities Act.

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CITY OF PAWTUCKET

Job Description

Job Title: WATER UTILITY WORKER - T & D
Department: PAWTUCKET WATER SUPPLY BOARD
Reports To: WATER UTILITY SUPERVISOR
Pay Grade: R 28 – NO LICENSE
R32 – GRADE I LICENSE
R36 – GRADE II LICENSE
R40 – GRADE III LICENSE
R44 – GRADE IV LICENSE

Prepared By: AG/sr
Prepared Date: JULY 2000
Approved By: Pamela Marchand
Approved Date: July 2002
Revised Date: JULY 2002

SUMMARY

Performs manual work of a semi-skilled nature in the repair and maintenance of the water distribution system.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Include the following..

- Locating and shutting off valves and water services
- Installing, repairing and replacing water services, water mains, hydrants, valves and fire services
- Making water main taps as required
- Making repairs to broken and damaged sewer lines
- Marking emergency dig safes when required
- Operating and maintaining hand tools and power tools when required
- Interacting with other Divisions of the PWSB
- Interacting courteously with the public
- Interacting with the Departments of the Cities of Pawtucket, Central Falls and the Town of Cumberland
- Performing related duties as required
- Respond to emergencies on twenty-four(24) hour basis

- Perform work appropriate to license level
- Prepare documents and report as required

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

High school diploma or general education degree (GED); must have knowledge and skills in the use of various types of common hand tools and standard power equipment used in construction and maintenance of water distribution systems. Working knowledge of City geography, as well as the geography of Central Falls and Cumberland. Ability to utilize maps and plans to locate valves and water services.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

REASONING ABILITY

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

CERTIFICATES, LICENSES, REGISTRATIONS

Commercial Drivers' License (CDL)

State of RI Water Distribution Operators' License Grade I, or required to obtain said license within one year of employment. Operator is responsible for maintaining license.

PHYSICAL DEMANDS

The physical demands described here 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 functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; and stoop, kneel, crouch, or crawl. The employee is occasionally required to sit and climb or balance. The employee must occasionally lift and/or move up to 70 pounds.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently exposed to moving mechanical parts and outside weather conditions. The employee is occasionally exposed to fumes or airborne particles and vibration. The noise level in the work environment is usually loud.

CITY OF PAWTUCKET
PAWTUCKET WATER SUPPLY BOARD

FUNCTIONAL JOB DESCRIPTION

Job Title:	Water Utility Worker-T&D
Department:	Pawtucket Water Supply Board

Brief Description of Job:

Summary: Performs manual work of a semi-skilled nature in the repair and maintenance of the water distribution system. **Essential Duties and Responsibilities:** Locating and shutting off valves and water services. Installing, repairing and replacing water services, water mains, hydrants, valves and fire services. Making water main taps as required. Making repairs to broken and damaged sewer and drain lines. Marking emergency dig safes when required. Operating and maintaining hand tools and power tools when required. Interacting with other Divisions of the PWSB. Interacting courteously with the public. Interacting with the Departments of the Cities of Pawtucket, Central Falls and the Town of Cumberland. Performing related duties as required. Respond to emergencies on a twenty-four (24) hour basis. **Work Environment:** While performing the duties of this job, the employee is frequently exposed to moving mechanical equipment and varying outside weather conditions. A significant portion of the day may be spent in open trench excavations which are often wet and muddy. The employee is occasionally exposed to fumes or airborne particles and vibration. The noise level in the work environment is usually loud.

Protective Personal Equipment: Steel toe shoes, gloves, safety glasses/face shield, ear protection, reflective/high visible vest when needed, respirator when needed.



Classification:	Sedentary: <input type="checkbox"/>	Light: <input type="checkbox"/>	Medium: <input type="checkbox"/>	Heavy: <input type="checkbox"/>	Very Heavy: <input checked="" type="checkbox"/>
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Classification Key:

- Sedentary - Exerting up to 10 lbs of force occasionally; negligible amount of force frequently to lift, carry, push/pull or otherwise move objects;*
- Light - Exerting up to 20 lbs of force occasionally and/or 10 pounds of force frequently or negligible amounts of force constantly to move objects;*
- Medium - Exerting 20lbs-50lbs of force occasionally; 10lbs- 20lbs frequent; and/or greater than negligible up to 10lbs of force constantly to move objects;*
- Heavy - Exerting 50 to 100lbs of force occasionally; in excess of 50lbs frequently; 10lbs- 20lbs of force constantly to move objects;*
- Very Heavy - Exerting in excess of 100lbs of force occasionally; and or in excess of 50lbs of force frequently; in excess of 20 lbs of force constantly to move objects*

Driving Requirements:	None: <input type="checkbox"/>	Manual: <input type="checkbox"/>	Automatic: <input checked="" type="checkbox"/>
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WORK ENVIRONMENT

Floor Surface:	Exposed to work zone elements; varying terrain including trench work; concrete floor at garage location		
Inside:	Occasional level	Outside:	Varying level
Lighting:	Fluorescent/LED when inside; daylight, various artificial lighting when needed		
Vibration:	Present when using power tools		

PHYSICAL DEMANDS

LIFTING

Maximum weight lifted: can range up to 90-100 pounds occasionally

WEIGHT	Never	Occ.	Freq.	Constant	Heights	Description of object
0 - 10 lbs			X		Ground-shoulder level	Various tools: power and hand-held; supplies
10 - 20 lbs			X		As above	As above
20 - 35 lbs		X			As above	Heavier supplies/materials
					Ground to waist level	Jackhammer, bag of cement, valves, etc.

CITY OF PAWTUCKET
PAWTUCKET WATER SUPPLY BOARD

35 - 50 + lbs		X			
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CARRYING

Maximum weight carried: can range up to 90 - 100 lbs occasionally

WEIGHT	Never	Occ.	Freq.	Constant	Distances	Description of object
0 - 10 lbs		X			Short distances; in and out of trench	See above description
10 - 20 lbs		X			As above	As above
20 - 35 lbs		X			As above	As above
35 - 50+ lbs		X			As above	As above

PUSHING/PULLING

Maximum push/pull: varying up to 50 lbs

WEIGHT or FORCE	Never	Occ.	Freq.	Constant	Distances	Description of object
0 - 10 lbs		X			Varying	Open and close hatches; pulling varying lengths of hoses; mechanical joints
10 - 20 lbs		X			As above	As above
20 - 35 lbs		X			As above	As above
50 lbs		X			As above	As above

ACTIVITY	Never	Occ.	Freq.	Constant	Comments
Sitting		X			
Standing			X		
Walking		X			
Bending		X			
Twisting		X			
Crawling		X			
Kneeling		X			
Squatting		X			
Climbing		X			Stairs/ladders
Reaching - Vertical		X			To reach for needed tools, supplies
Reaching - Horizontal			X		As above
Grasping				X	To utilize tools as needed
Pinching		X			
Manual Dexterity			X		Operate power tools as needed
Fine Dexterity		X			

FREQUENCY KEY: Never (0%), Occasional (0-33% of shift), Frequent (34-66% of shift), Constant (67-100% of shift)