



CITY OF HOUSTON

JOB DESCRIPTION

Job Code: 566.1

Job Title: **LINE TECHNICIAN I**

Pay Grade: 8

GENERAL SUMMARY:

Performs a variety of routine tasks in the repair and maintenance of wastewater and water mains and services, wastewater and water taps and water meters.

RESPONSIBILITIES:

- Assists in the repair and maintenance of wastewater and water mains and services, and wastewater and water taps. Assists in the replacement of defective meters.
- Prepares vehicle pre-trip inspection forms and various work documents. Operates and cleans trucks and additional equipment.
- Assists in the maintenance of fire hydrants, i.e., changing leathers, repairing/replacing leaky caps, broken stems, etc.
- Contacts customers concerning required repairs/services and coordinates field repairs to alleviate customer complaints.
- Assists in the operation of various trucks, equipment and power tools to perform repair and maintenance activities. May pick up or deliver trench box, aggregate, etc.
- Observes safety regulations. Wears required personal protective equipment and uses required safety devices such as arrow boards, safety lights, barricades, etc.
- Assists with rodding, cleaning, flushing and televising sewer mains.
- Cleans up and disposes of spoil and debris at designated work sites and/or facilities.
- Uses two way radio, mobile data terminals and LAN terminals to update work status.
- Uses computerized work order management systems to assign, coordinate and manage workflow.
- May perform other related duties as assigned by supervisor.

SPECIFICATIONS:

KNOWLEDGE:

Requires a high school diploma or a GED certificate. Requires a valid Texas "C" driver's license and compliance with the City of Houston's policy on driving.

EXPERIENCE:

No experience is required.

SPECIFICATIONS: (continued)

COMPLEXITY:

Work consists of routine standard procedures and tasks where simple analytical ability is required to select and execute actions.

IMPACT OF ACTIONS:

Errors in work typically lead to minor inconvenience and costs. Work is typically performed under close supervision of simple routine duties to ensure completion; or tasks are so highly routine that they may simply require following standardized instructions without continuous direct supervisory observation.

SUPERVISION EXERCISED:

Direct Supervision:

No direct report employees.

Indirect Supervision:

No indirect reports.

CONTACTS:

Internal Contacts:

Level of internal contact is extremely infrequent with virtually no contact beyond the immediate work unit/area. Interaction involves routine information exchange and/or simple service activity requiring common courtesy; e.g., answering questions, giving directions in response to simple requests.

External Contacts:

Level of external contact is infrequent with occasional contacts with lower-level service representatives and/or vendors. Interaction involves information exchange and/or simple service activity requiring moderate tact and cooperation.

PHYSICAL EFFORT:

The position involves considerable physical exertion, such as regular climbing of ladders, lifting of heavy objects (up to 80 pounds) on a highly frequent basis and/or assuming awkward positions for long periods of time.

WORK ENVIRONMENT:

There are routine exposures to significant levels of heat, cold, moisture and air pollution. The position may involve periodic exposure to chemical substances and physical trauma of a minor nature such as cuts, bruises and minor burns.

PHYSICAL SKILL:

Requires the ability to make coordinated eye/hand movements within fairly fine tolerance and/or calibration demands; or the ability to make closely coordinated eye/hand movements on a patterned response space within moderate tolerance demands.

MISCELLANEOUS:

All duties and responsibilities may not be included in the above job description.

JOB FAMILY:

Line Technician I
Line Technician II
Line Technician III
Line Technician IV

Effective Date: July 1999