



CITY OF HOUSTON

JOB DESCRIPTION

Job Code: 566.3

Job Title: **LINE TECHNICIAN III**

Pay Grade: 16

GENERAL SUMMARY:

Performs a variety of tasks in the repair and maintenance of wastewater and water mains and services, wastewater and water taps and water meters. Acts as a lead person for Line Technician Is and IIs.

RESPONSIBILITIES:

- Performs repairs and maintenance of wastewater and water mains and services, and wastewater and water taps. Replaces defective meters.
- Prepares vehicle pre-trip inspection forms and various work documents. Operates and cleans trucks and additional equipment.
- Replaces and repairs fire hydrants.
- Contacts customers concerning required repairs/services and coordinates field repairs to alleviate customer complaints.
- Investigates and identifies solutions to utility problems, i.e., meter leaks, excursions, stoppages, low water pressure, etc.
- Operates and maintains moderately complex vehicles and equipment, such as backhoes, excavators, rollbacks, dump trucks and heavy repair trucks.
- Observes and enforces safety regulations. Wears required personal protective equipment and uses appropriate traffic safety devices such as arrow boards, safety lights, barricades, etc., for traffic flow protection.
- Cleans and flushes sewer lines. Televises sewer mains using closed circuit TV camera system.
- Cleans up and disposes of spoil and debris at designated work sites and facilities.
- Accesses Geographic Information Management System (GIMS) to determine depths and types of lines, location of valves, pressure reducing stations, sizes of distribution, etc. Prints and plots GIMS map segments for use by repair teams.
- Uses two-way radio, mobile data terminals and LAN terminals to update work status.
- Accesses Work Order Tracking System (WOTS) or Infrastructure Management System (IMS) to create service requests, enter work information, close out work orders and service requests, etc.
- Uses computerized work order management systems to assign, coordinate and manage workflow.
- Performs other related duties as assigned by supervisor.

SPECIFICATIONS:

KNOWLEDGE:

Requires a high school diploma or a GED certificate. Requires a Class "A" Commercial driver's license and compliance with the City of Houston's policy on driving. Requires Class "C" Water Distribution certification, Class "II" Wastewater Collection certification and Confined Space Entry (CSE) Level "B" certification.

EXPERIENCE:

Two years as a line technician or related experience are required.

COMPLEXITY:

Work consists of fairly standard procedures and tasks where basic analytic ability is required, as in the comparison of numbers and simple facts in selecting the correct action.

IMPACT OF ACTIONS:

Errors in work cause some expense and inconvenience. Work is typically performed under moderate to limited supervision with standard operating procedures. The incumbent functions under general review and at times autonomously, with the supervisor available to answer more difficult questions.

SUPERVISION EXERCISED:

Direct Supervision:

Involves general scheduling and review of work as a "working supervisor" or lead person.

Indirect Supervision:

No indirect reports.

CONTACTS:

Internal Contacts:

Level of internal contact is infrequent with the primary contacts being clerical and technical staffs. Interaction requires moderate tact and cooperation; e.g., scheduling and/or coordinating two personal calendars, resolving problems and/or obtaining necessary information.

External Contacts:

Level of external contact is primarily with lower-level service representatives and 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