



CITY OF HOUSTON

JOB DESCRIPTION

Job Code: 566.4

Job Title: **LINE TECHNICIAN IV**

Pay Grade: 20

GENERAL SUMMARY:

Performs a variety of advanced tasks to operate and maintain the distribution and collection lines for wastewater and water mains and taps. Acts as a lead for Line Technician Is, IIs and IIIs.

RESPONSIBILITIES:

- Conducts methodical, periodic investigations and repairs of distribution systems (including fire hydrants), collection systems and customer line components. Mentors Line Technician Is, IIs and IIIs in construction operations.
- Performs advanced maintenance tasks on distribution and collection system components, equipment and rolling stock.
- Observes and enforces recommended safety practices and uses appropriate traffic safety devices for traffic flow protection. Conducts field safety surveys and assists in the development of safety procedures.
- Uses distribution and collection system maps to determine information such as depth, size and location of system line components. Performs system level analysis of distribution and collection system problems.
- Operates and maintains heavy equipment.
- Ensures the restoration of streets, curbs, driveways, sidewalks and landscape after construction/repair work.
- Contacts customers as a quality assurance measure on restoration work.
- Collects samples and performs field level water quality analyses in water distribution and wastewater collection systems.
- Monitors proper application of chemicals and interprets information presented in MSDS.
- Uses an infrastructure management system to issue and close work orders. Performs data entry and files documents.
- Retrieves maps and infrastructure information from Geographic Information Management System (GIMS) and the Infrastructure Management System (IMS). Recommends modifications to the GIMS and IMS to improve performance and to correct data errors.
- Recognizes abnormal events and proactively predicts changing conditions. Resolves system level problems utilizing information from various sources. Creates service restoration and improvement plans for multiple problems.
- Plans and estimates budgets for operational and capital improvement projects. Utilizes various purchase/manpower contracts.

RESPONSIBILITIES: (continued)

- Coordinates and assists in scheduling work teams. Uses computerized work order management systems to assign, coordinate and manage workflow.

SPECIFICATIONS:

KNOWLEDGE:

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

EXPERIENCE:

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

COMPLEXITY:

Work consists of standard procedures and tasks where analytic ability is required in following guidelines, policies and precedents.

IMPACT OF ACTIONS:

Errors could lead to moderate expenses and inconveniences. Work is typically performed under limited to general supervision. The incumbent at times works from broad goals and policies. In addition, the incumbent may have some participation into setting work objectives.

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 primarily with the clerical and technical staffs and occasionally with professionals and supervisors. 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 and occasionally with citizens, visitors and/or mid-level government agencies, guests, vendors and professional contacts with allied organizations. Interaction requires moderate tact and cooperation; e.g., responding to questions which require some research to provide the correct answer.

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