



West Travis County Public Utility Agency
Job Description

LINE MAINTENANCE OPERATOR

CATEGORY: Hourly

FLSA: Non-Exempt

SUMMARY OF POSITION

- The Line Maintenance Operator is responsible for the operation, maintenance, construction and repair of the WTCPUA water distribution and collection system with the use of heavy equipment such as a backhoe, dump truck, boring machines, air compressors, jack hammers, trench boxes and similar equipment. The Line Maintenance Operator will assist the Line Maintenance Supervisor or Line Maintenance Crew Leader in carrying out recurring assignments independently with specific instructions. The Line Maintenance Supervisor provides additional, specific instruction for new, difficult or unusual assignments, including suggested work methods. The Line Maintenance Operator will follow WTCPUA policies and procedures and local, state and federal regulations, and best Safety Practices in performing and overseeing all activities.

ORGANIZATIONAL RELATIONSHIPS

- Reports to: Line Maintenance Supervisor
- Directs: None
- Other: Agency contact with vendors, consultants, contractors, developers, property owners, and wholesale and retail customers.

DUTIES AND RESPONSIBILITIES

- Executes the operation, construction, maintenance, and repair of the WTCPUA's water distribution system and sanitary sewer collection system.
- Operates the use of heavy equipment such as backhoes, dump trucks, boring machines, air compressors, jack hammers, trench boxes and similar equipment.
- Executes the construction of new service taps or laterals and repair of water main or sewer line breaks, including pavement patching as required.
- Executes maintenance activities including flushing hydrants, jetting sewer lines, cleaning laterals, exercising valves, performing field investigations and televising lines.
- Ensures cleanliness of assigned vehicles and that tools and equipment are secured, organized and maintained.

- Assists maintaining facilities and grounds to ensure a neat and tidy appearance.
- Follows WTCPUA policies and procedures, local, state and federal regulations, and best Safety Practices in performing and overseeing all activities.
- Obtains and maintains licenses/certifications to perform work assignments.
- Works on-call duty and responds at any hour during an emergency when requested. Executes emergency work procedures in accordance with WTCPUA policies.
- Coordinates with WTCPUA staff, consultants and other agency vendors on WTCPUA operational issues and matters.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Essential knowledge of safe and effective operation of heavy equipment, machinery, and line maintenance operations. Ability to operate and maintain heavy equipment and machinery. Ability to read, interpret and execute instructions to ensure timely and quality completion of work assignments. Ability to perform work under extreme weather conditions for significant time periods. Ability to recognize unsafe working conditions to ensure that appropriate safety precautions are taken to maintain employee safety. Basic municipal water and wastewater utility knowledge and experience, including TCEQ regulations.

ACCEPTABLE EXPERIENCE AND TRAINING

Minimum of High School Diploma or equivalent required, and any equivalent combination of education, training and experience which provides the required knowledge, skills and abilities to perform the essential functions of water and wastewater utility line maintenance and repair operations.

CERTIFICATES AND LICENSES REQUIRED

Must have a valid Class C Texas driver's license. Distribution Water License issued by the Texas Commission on Environmental Quality preferred. Possess or ability to obtain Texas Class "A" Commercial Driver's License (CDL) within 6 months of employment. Possess or ability to obtain Competent Person Training certification within one (1) year of employment.