

La Habra - Water Services Technician II



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City
City of La Habra
State
CALIFORNIA
Country
UNITED STATES
Application Deadline
Wed Apr 01, 2020
Salary
\$20.30-\$28.56
Organization Name
City of La Habra
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*Do you have an interest in working in a challenging and rewarding career
and to be part of a team that value your contributions?*

The City of La Habra Water Maintenance Division is looking for someone who is a self-motivated, enjoys to learn and excel, takes pride in their work, and is a team player. Continuing education is an important part of the position. Be a part of this exceptional team.

ABOUT THE CITY:

City of La Habra is located at Orange County's northernmost corner, La Habra today is 7.3 square miles, with a population of nearly 62,000. A quiet bedroom community, it is conveniently located within an hour's drive of many beaches, mountain, and desert

recreation areas. The City is known for the Tamale Festival, Corn Festival, Citrus Fair, and the gem of La Habra, the Children's Museum and Depot Theatre.

ABOUT THE DIVISION:

The Water/Sewer Division is responsible for maintaining the City's water and sewer system. The City's water system provides water service to more than 13,000 service connections. Each connection is metered with meter readings collected each month. The Water Services Technician II is responsible for correctly reading meters on an assigned route and correctly inputting the reads into a meter-reading device. Duties may include identifying any needed repairs or replacements to any water facilities found during the reading route, hanging various notices at customers' service address in a timely manner, meter changes, and assisting water maintenance crews as needed.

ABOUT THE POSITION:

Under immediate supervision, the Water Services Technician II maintains water meters, reads meters and records readings; performs minor repairs to meters; disseminates notifications; disconnects/connects services; and performs related work as required.

EXAMPLES OF DUTIES:

(Duties may include, but are not limited to the following):

- Walks or drives a vehicle to locate and read domestic and commercial water meters on a set route according to a monthly billing structure.
- Reads meters manually.
- Enters, retrieves and transfers water meter readings and related data using a computer and an electronic hand-held meter-reading device.
- Performs rereads as requested.
- Reports malfunctioning meters and evidence of tampering.
- Replaces meter box covers as needed.
- Removes dirt and other material that block access to the water meter.
- Makes minor repairs to meters in the field.
- Meets with customers and answers routine questions.
- Installs door hangers for nonpayment or leak/repair notifications.
- Disconnects services for nonpayment and turns services on or off for new occupants, as directed.
- Assists maintenance crews as assigned in emergencies and on major water system repairs.
- Responds to weekend or after-hour emergencies as a member of a callout system.
- Performs other related duties as required.

TYPICAL QUALIFICATIONS:

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of:

- Basic mathematics.
 - Practices and procedures for safe driving and vehicle operation.
 - Equipment and tools necessary for the reading of water meters.
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Ability to:

- Accurately read meters and record figures.
- Make simple mathematical computations rapidly and accurately.
- Communicate effectively orally and in writing.
- Use various hand and power tools.
- Learn basic computer operations.
- Follow safety practices and recognize hazards.
- Work independently.
- Focus on and/or read small objects and numbers.
- Maintain accurate records.
- Establish and maintain effective working relations with co-workers and the public.
- Provide excellent customer service to members of the community and all those contacted while performing job functions.

SUPPLEMENTAL INFORMATION:

PHYSICAL REQUIREMENTS:

This position requires walking for considerable distances, bending, stooping, kneeling; driving a vehicle; lifting and/or moving objects up to fifty (50) pounds or more; working outdoors exposed to variable weather conditions.

CERTIFICATES AND LICENSES:

Must possess a valid Class C California driver's license, and be able to obtain and maintain a California Class B driver's license with tanker, and airbrake endorsements prior to completion of probation (6 months). A California State Department of Health Services, Water Distribution Operator Grade I Certificate and a Water Treatment Systems Operator Grade I Certificate are required within eighteen (18) months of appointment. A Water Distribution Grade II Certificate is required within eighteen (18) months of obtaining the Grade I Certification.

INTERESTED IN APPLYING?

To be considered for this amazing opportunity, please submit a City application online through the Human Resources Department webpage at www.governmentjobs.com/careers/lahabraca. Completed applications will be accepted until **5:30 p.m., Wednesday, April 1, 2020**. Applications will be screened and those applicants deemed best qualified will be invited for an oral interview. The final candidate must successfully complete a medical exam, drug screening, employment history verification, DMV check and will also be fingerprinted.

If any accommodation is needed during the interview, please notify the Human Resources Department at least five days in advance of your scheduled appointment so that we may be able to provide a reasonable accommodation.

***This bulletin is not a contract, neither expressed nor implied.
Any provision herein may be modified or revoked.***
