

# Cromwell Fire District

1 West Street

Cromwell, CT 06416

Telephone 860-635-4420

FIRE DISTRICT OFFICE

WATER DIVISION

FIRE DEPARTMENT

FIRE MARSHAL'S OFFICE

**Posting Title:** Maintainer III

**Department:** Cromwell Fire District - Water Division

**Salary Range:** \$54,941.64 – \$66,774.24

**Hours:** Monday- Friday, 7:30AM – 4:00PM

## **General Summary:**

Under the supervision of the Water Operations Manager and Water Division Foreman, you will perform a full range of skilled level work related to the construction, maintenance, and repair of all water system facilities, including metering and valve control; operate a wide variety of heavy construction equipment, heavy trucks, and power tools; and perform other related work as required. The Utility Worker will be required to perform manual and semi-skilled work in construction, maintenance, and repair of water system lines, pumping stations, facilities, and equipment. This includes installing, inspecting, and repairing meters as well as participating in the reading of water meters for billing purposes and monitoring the Water Division's production and storage control and alarm systems. *This position reports to the Water Operations Manager.*

## **Primary Responsibilities:**

- Works on utility crews installing and repairing mains, service lines, fire hydrants, meters, valve, and other appurtenances. Performs other duties relating to construction and maintenance of District property.
- Operates heavy equipment, including backhoes and related equipment, to bore or excavate for installations or repairs to the distribution system; backfills and moves dirt and grades surfaces.
- Operates a jackhammer, dump truck, pipe saw, road saw, other hand tools, and water pumps. Performs other manual work required to access and repair/replace damaged water lines, replace sections, or install new water lines. Must be aware of and comply with all OSHA requirements and recommendations for these activities.
- Taps water mains; installs, repairs, or removes AC, steel, copper or plastic mains and service lines; installs industrial, commercial, or residential water meters; measures, cuts pipe to fit.
- Prepares job site for work by setting up and placing warning devices and traffic barricades; ensures that material and tools are available as needed, returns tools and

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- equipment to their proper place; keeps tools and supplies in a clean and orderly manner on the job; keeps work area in a clean and orderly condition. Locates and inspects valves, hydrants and meters from maps, drawings, and sketches; may turn off fire hydrants, water mains, or services for emergency request or at consumer request.
- Performs physical labor as required, included using shovel, pick and bar to excavate and backfill holes and trenches; installs shoring, and bracing in holes and trenches as required; mixes and shovels concrete mixture into place; tamps and/or operates vibrator to ensure proper distribution of aggregate; replaces and/or installs concrete around fire hydrants, manhole covers; gate pots, meter boxes and related fixtures.
- Completes required training and follows Water Division guidelines for the daily operation and maintenance of the pumping stations, feed and control facility, storage tank including taking and recording readings, maintaining chemical levels and safety reporting.
- Participates in the rotation of on-call on a weekly basis and will be available for call-in during any Water Division emergency.
- Performs other tasks and responsibilities as needed.

## **Qualifications Profile:**

- Must possess and maintain a valid Connecticut Commercial Driver's License (CDL).
- Must be able to operate heavy construction equipment including pay loaders, backhoes, and other related equipment.
- At least one-year experience in construction work strongly preferred.
- Required to have the ability to relate effectively to the public and communicate with customers.
- Required to have sufficient stamina and good health to lift heavy objects and perform strenuous physical labor in all poor weather conditions such as heat, cold, rain and snow.
- Must have a High School Diploma or equivalent.
- Required to obtain The State of CT Water Treatment Plant Operator Certification and Distribution System Operator Certification within the time requirement established by the Cromwell Fire District-Water Division.
- Proficient in Word and Excel programs
- Must live within a 20-mile radius of Cromwell and be able to respond to emergency calls within 30 minutes when on-call.
- When on-call you are required to stay within a 20-mile radius of Cromwell and to respond to emergency calls within 30 minutes

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## **Scope of Responsibility**

Knows the informal policies, procedures, and practices necessary to conduct the normal function of a public safety-oriented work environment. Is aware of the role of the position and its potential impact on the working unit.

## **Decision Making**

Carries out duties and responsibilities with limited supervision. Makes decisions and establishes work priorities on essentially procedure-oriented operations.

## **Communication**

Exchanges routine information in appropriate manner.

## **Education**

Required: High School Diploma or equivalent.

This description is a general statement of required major duties and responsibilities performed on a regular and continuous basis. It does not exclude other duties as assigned.

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## **JOB DESCRIPTION MAINTAINER III WATER DIVISION FIELD STAFF**

**Job Title:** Maintainer III

**Department:** Cromwell Fire District - Water Division

**Salary Matrix:** \$54,941.64- \$66774.24

**Hours:** Monday- Friday, 7:30AM – 4:00PM (1/2 Hour Lunch Break)

**Immediate Supervisor:** **Water Operations Manager/Water Division Foreman**

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- Operates a jack-hammer, dump truck, pipe saw, road saw, other hand tools, and water pumps Performs other manual work required to access and repair/replace damaged water

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  - Prepares job site for work by setting up and placing warning devices and traffic barricades; ensures that material and tools are available as needed, returns tools and
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Candidate

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Manager of Department

2022