



Water Utility Technician I/II/III
Operations Department
Full-Time/Non-Exempt
Career Range: \$25.24 - \$42.90 per hour (DOQ)

Fort Collins – Loveland Water District

Revision Date: June 2024

Approved by General Manager:

Approved by Human Resources:

General Purpose:

The Water Utility Technicians I, II, and III are responsible for the operation and maintenance of the Fort Collins - Loveland Water District (FCLWD or the District) distribution system by monitoring, maintaining, and repairing pump stations, tank sites, Pressure Release Vaults (PRV), water distribution systems and all associated appurtenances. Reports directly to the Water Operations Supervisor.

Essential Functions:

- Inspects, troubleshoots, repairs, and maintains a variety of appurtenances associated with the water distribution system.
- Ensures appropriate operations for tanks, stations, pressure reducing devices, main and service lines, valves, vaults, and equipment.
- Performs field reviews and inspections of all leaks reported.
- Researches and implements corrective actions to malfunctioning and inoperable equipment.
- Documents all projects for District compliance.
- Performs all required repair and maintenance of all facilities owned and associated with the District.
- Ability to lead in the repair of main breaks in a safe manner, to include directing the safe excavation, trenching, and shoring operations.
- Assists Business Office and Engineering Department staff in relation to service orders and compliance.
- Accurately completes service orders, data entry and research associated with meter accounts daily.
- Assists with utility locates.
- Ensures accountability, maintenance and responsibility for work vehicle, tools and equipment used for the job.
- Assists the Operations Departments in the completion of any / all projects when assistance is needed.
- Provides back-up coverage in the department.
- Complies with the operations cleaning schedule.
- Ensures that the uniforms provided will be worn each workday, and will be unaltered, fitted, and clean.
- Other duties as required and necessary to ensure the success of the organization.

Supervisory duties:

- None.

Knowledge, skills, and abilities:

- Ability to consistently promote, support, work, and act with an expectation of agency in a manner in support of the District's mission, vision and values.

- Knowledge of basic math with the ability to troubleshoot and problem solve.
- Ability to learn specialized software and obtain basic electrical knowledge.
- Expert knowledge of the operations and maintenance of a water distribution system.
- Ability and maturity to perform assigned tasks unsupervised throughout an eight (8) hour day.
- Ability to communicate effectively with customers, contractors, developers, distributor, co-workers and supervisory staff verbally or in writing.
- Expert knowledge of heavy equipment (dump truck, backhoe, and similar) and the ability to operate this equipment during repairs and routine maintenance activities.
- Knowledge of hand and power tool operations with a safety conscious attitude.
- Ability to learn safe work processes and actively participate in safety training.

Additional Requirements/Licenses/Certifications:

- Must have reliable transportation.
- Technician I:
 - Current valid Colorado Driver's License required
 - Class One (1) Colorado State Water Distribution certification may be required.
- Technician II:
 - Current valid Colorado Commercial Driver's License (CDL) Class A with Air Brake endorsement required
 - Current Class Two (2) Colorado State Water Distribution certification required.
- Technician III:
 - Current valid Colorado Commercial Driver's License (CDL) Class A with Air Brake Endorsement required
 - Current Class Three (3) Colorado State Water Distribution Certification required

Materials, software and equipment directly used:

- Telephone, computer, hand tools, power tools, diagnostic equipment, rigging equipment, pneumatic tools, utility vehicles, dump truck, backhoe, and similar heavy equipment and others.
- Microsoft Office software.

Physical Activities:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- While performing the duties of this job, the employee is regularly required to talk or hear. May involve climbing ladders, stairs, steps, and traversing catwalk grating, pushing, pulling, bending, stooping and kneeling on a frequent basis and working in confined space and manual dexterity required to complete work tasks through safe and proper operation of power and hand tools, and motor vehicles.
- Specific vision abilities required by this job include close vision, distance vision, color vision, and ability to adjust focus.
- Extremely strenuous physical work involving objects in excess of 100 pounds occasionally and/or up to 50 pounds frequently.
- Moving, positioning, and carrying loads of up to 5 pounds upstairs and loading on four-foot-high surfaces frequently.

Education:

- High School Diploma or General Education Diploma (GED) equivalent is required.

- Knowledge of Microsoft Office is required.

Experience:

- Technician I:
 - A minimum of one (1) years of experience working in an industrial environment either driving or repairing equipment is required.
- Technician II:
 - A minimum of three (3) to five (5) years' experience related to the water industry is required.
 - Demonstrated safety training related to the industry is required.
 - Experience in reading and understanding engineered blueprints is required.
- Technician III:
 - A minimum of five (5) years' experience related to the water industry is required.
 - Demonstrated safety training related to the industry is required.
 - Experience in reading and understanding engineered blueprints is required.

Working environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Work may be performed in field, and office environment during all types of temperatures, weather conditions and all times of day or night while being exposed to excessive noise from machines. Snowy, wet and muddy conditions will exist. Work may be done in confined or cramped spaces.
- Regular and long-term exposure to work areas containing toxic/caustic/hazardous/volatile chemicals; extreme conditions such as hot/cold; sharp hazards; dust/fumes/gasses; electrical shock; moving mechanical parts; high pitched and/or constant loud noise; sometimes long-term contact with bacteria and odorous, infectious/obnoxious material.
- Work may involve assisting with sampling, calibration of equipment and process instruments calibration / maintenance often in difficult areas.
- Ability to use gas monitoring equipment, safety tripod and harness and any other required safety equipment for entering both high and low hazard confined spaces for either plant.
- Personal Protective Equipment (PPE) required including cold weather gear, eye protection, gloves, and provided uniform.
- A clean and safety-conscientious environment required while employed.
- Work may involve long hours and overtime during holidays, weekends, and evenings.
- Subject to call-back work and incumbent must be able to respond to emergency
- May be required to rotate on-call responsibilities.

Passing a driving record (MVR) and criminal history background checks will be required prior to the start of employment.

Process:

- To apply, please email your resume to hr@fclwd.com. Following review of your resume, you will be notified if you are selected for an interview.

What we offer:

- A listing of benefits and respective job descriptions can be found at: <https://fclwd.com/support/careers/>

- Water Utility Technician I: \$25.24-\$35.10/hour (DOQ)
- Water Utility Technician II: \$28.05-\$39.00/hour (DOQ)
- Water Utility Technician III: \$30.85-\$42.90/hour (DOQ)

NOTICE: The position functions/KSAs/requirements described above are a generalization across the varying levels of Technicians I, II, and III – see respective jobs descriptions on our website for specific position related detail. Placement upon hire will depend on level of relevant experience, education, and certifications/licensing.

This job description is not an all-inclusive list with other duties as assigned and does not constitute a contract of employment.