

**City of Chesapeake    Class Title: Water Production Maintenance Worker**

<b>Job Class Code: 3110</b>	<b>FLSA Status: Non-exempt</b>
<b>Pay Basis: Salary (Annual)</b>	<b>EEO Category: 7</b>

**GENERAL DESCRIPTION OF CLASS**

The purpose of the class is to perform preventive maintenance. The class is responsible for assigned water production equipment. The class works according to set procedures under direct supervision.

<b>TYPICAL TASKS</b>
<ul style="list-style-type: none"> <li>Checks pump, motor, mixer, and generator oil levels to ensure proper functioning of equipment.</li> <li>Checks couplings between pump and motor periodically for wear and tear or malfunctioning.</li> <li>Performs routine preventive maintenance on equipment such as adding oil or checking nuts and bolts for tightness.</li> <li>Assists with equipment repairs.</li> <li>Assists with meter readings and administration of water treatment chemicals.</li> <li>Assists with lawn maintenance for assigned area.</li> <li>Performs other related duties as assigned.</li> </ul>

<b>GENERAL STANDARDS</b>	
<b>Data Involvement</b>	Compares or inspects items against a standard.
<b>Interpersonal/People Involvement</b>	Follows instructions and orders of supervisor.
<b>Reasoning Requirements</b>	Performs semi-routine work solving occasional problems.
<b>Mathematical Requirements</b>	Reads routine sentences, instructions, regulations, procedures, or work orders; writes routine sentences and completes routine job forms and incident reports, speaks routine sentences using proper grammar.
<b>Language Requirements</b>	Reads routine sentences, instructions, regulations, procedures, or work orders; writes routine sentences and completes routine job forms and incident reports, speaks routine sentences using proper grammar.
<b>Mental Requirements</b>	Performs manual tasks prescribed by standard practices but which may require computation, the use of several procedures, and the use of independent judgment with obvious choices; requires normal attention for accurate results.
<b>Decisions/Supervisory Control</b>	Makes a few decisions, affecting only the individual.

<b>EDUCATION, EXPERIENCE, AND SPECIAL REQUIREMENTS</b>	
<b>Vocational/Educational Requirement</b>	Requires instruction that is sufficient for satisfactory job performance.
<b>Experience</b>	In addition to satisfying the vocational/educational standard, this class requires a minimum of one month of related, full-time equivalent experience.
<b>Special Certifications and Licenses</b>	None required.
<b>Special Requirements</b>	Employees may be expected to work hours in excess of their normally scheduled hours in response to short-term department needs and/or City-wide emergencies. Emergency operations support work and work locations may be outside of normal job duties. Performance of essential functions may require exposure to confined spaces.

<b>AMERICANS WITH DISABILITIES ACT (ADA) REQUIREMENTS</b>
The City of Chesapeake is an Equal Opportunity Employer. ADA requires the City to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

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*This is a class specification and not an individual position description. A class specification defines the general character and scope of duties and responsibilities of all positions in a job classification, but is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.*

*Revised 01/15/20*