

Class Specifications
for the Class:

WATER SYSTEM MAINTENANCE HELPER

Duties Summary:

Assists in the maintenance of a domestic water distribution system; performs minor repairs of mains and pipelines; assists in the maintenance of water tanks and equipment; and performs other duties as required.

Distinguishing Characteristics:

This class differs from that of Water System Maintenance Worker in that the Water System Maintenance Helper assists a Water System Maintenance Worker in repairing and maintaining pipelines, reading water meters and gauges, cleaning intakes, and other duties relative to the maintenance and repair of a domestic water distribution system; whereas the Water System Maintenance Worker is responsible for the maintenance and repair of a domestic water service distribution system.

Classes in this series differ from classes in the Plumber series in that classes in this series maintain a water distribution system which primarily consists of repairing, maintaining and installing water mains and fixtures; whereas classes in the Plumber series are concerned with the repair and installation of plumbing systems and fixtures in connection with construction and/or maintenance of buildings and surrounding grounds.

Examples of Duties:

Cuts, threads, bends, and reams pipes by means of hand tools or a power machine; checks and maintains pipelines and valves; takes daily readings of incoming water to tanks; takes monthly water meter readings for billing of consumers; cleans water intakes at source; cleans trails used in the inspection of water systems; chips and paints steel water tanks; installs meter boxes; cleans and maintains equipment; assists in taking inventories and requisitioning equipment.

Minimum Qualification Requirements:

Knowledge and Abilities Required:

Knowledge of: Practices, tools, equipment and materials used in the pipefitting trade; methods of caring for mechanical tools.

Ability to: Operate pipefitting tools and equipment; perform manual labor; do mechanical work; understand and follow oral and written instructions.

Experience and Training:

(1) One year of work experience assisting in the maintenance and installation of pipelines and appurtenances; or (2) any equivalent combination of experience and training.

Quality of Experience:

Possession of the required number of years of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and level of responsibility as to conclusively demonstrate that they have the ability to perform the duties of the position for which they are being considered.

Selective Certification:

Specialized knowledge, skills and abilities may be required to perform the duties of some positions. For such positions, Selective Certification Requirements may be established and certification may be restricted to eligibles who possess the pertinent experience and/or training required to perform the duties of the position.

Agencies requesting selective certification must show the connection between the specific training and/or experience on which they wish to base selective certification and the duties of the position to be filled.

Tests:

Applicants may be required to qualify on an appropriate examination.

Physical and Medical Requirements:

Applicants must be able to perform the essential functions of the position effectively and safely, with or without reasonable accommodation.

This is an amendment to the class specifications and minimum qualifications for the class WATER SYSTEM MAINTENANCE HELPER which were approved on April 7, 1960.

DATE APPROVED: May 5, 2025

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