

Job Description:	<b>PIPE FITTER</b>	Job Number <b>132</b>
FLSA Status:	Non-Exempt / Classified	Revised July 2003 Revised Nov-19-2009 Revised 1-27-2021
Reports to:	Assistant Director of Public Utilities	

The purpose of this position is to assure that the City’s water distribution system and wastewater collection systems function properly and meet the requirements of the Ohio Administrative Code, the Ohio Revised Code and any federal or state regulation which dictate operation by maintaining and repairing all main pipelines, service pipelines, valves, hydrants, and related equipment.

**Essential Functions:**

1. Installs, maintains and repairs water mains, water service connections, fire hydrants, valves, and sewer lines.
2. Performs preventive maintenance on the water distribution and wastewater collection systems according to the established program.
3. Cuts, taps, and threads water pipe and makes copper or other join connections.
4. Operates and maintains power driven machinery such as jack hammers, tampers or other similarly sized equipment as well as wastewater collection system equipment such as television equipment and vacuum trucks.
5. Inspects sewer lines, manholes and other system components.
6. Operates and maintains mobile equipment such as dump trucks and crew trucks in support of installation and repair work.
7. Opens and closes main valves, manually or with a valve operating machine, for water main extensions or repairs.
8. Locates valves, water meters and sewer lines using quarter section maps, electronic detectors or GIS.
9. Sets meter boxes and water meters and constructs and repairs manholes.
10. Cleans and maintains tools and equipment
11. Completes the necessary job reports and maintenance logs.
12. Demonstrates continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service.
13. May require the performance of other essential functions depending upon work location or assignment.

**Required Knowledge, Skills and Abilities:**

- a. Knowledge of:
  1. Basic literacy and math
  2. Materials used and methods and practices followed in the installation, maintenance, and repair of water mains and service connections and wastewater collection systems.
  3. General water and wastewater systems of the City of Mount Vernon
  4. Hazardous materials associated with sewer maintenance work and safety measures to be observed including OSHA Confined Space Entry procedures and trench safety regulations
  5. Safety practices in the operation of electrical and mechanical equipment

- b. Skilled in:
  1. Watching gauges, dials, or other indicators to make sure a machine is working properly.
  2. Conducting tests and inspections of products, services, or processes to evaluate quality or performance.
  3. Performing routine maintenance on equipment and determining when and what kind of maintenance is needed.
  4. Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
  
- c. Ability to:
  1. Imagine how something will look after it is moved around or when its parts are moved or rearranged.
  2. Observe or monitor data, machinery, and equipment to determine compliance with prescribed operating or safety standards.
  3. Remember information such as words, numbers, pictures, and procedures
  4. Tell when something is wrong or is likely to go wrong.
  5. Apply general rules to specific problems to produce answers that make sense.
  6. Quickly and repeatedly adjust the controls of a machine to exact positions.
  7. Understand and follow oral and written instructions in the English language.
  8. Work cooperatively with other City employees.
  9. Work safely without presenting a direct threat to self or others and comply with OSHA regulations.
  10. Perform the physical requirements of the job: standing, climbing, stretching, walking, bending, stooping, lifting and carrying over 50 pounds, manipulating small objects, and keyboarding.
  11. See details at a distance as well as at close range. Judge which of several objects is closer or farther away from you, or to judge the distance between you and an object.
  12. Use abdominal and lower back muscles to support part of the body repeatedly or continuously over time without "giving out" or fatiguing.
  13. Satisfactorily pass a pre-employment and random drug screen.
  14. Satisfactorily pass a pre-employment physical examination.

**Minimum Acceptable Education, Training and Experience:** A minimum of one year of experience in machinery operation and/or maintenance and plumbing. Other combinations of experience and education which meet the minimum requirements may be substituted. Shall obtain a Class I distribution and/or Class I collections license or higher as issued by the Ohio EPA within two years of date of assignment, then other certification within next two years, a total of four years.

**Job Setting:** The duties of this position will be performed throughout the City of Mount Vernon. The incumbent may encounter any type of environmental conditions: hot, cold, damp, inside, outside, underground, wet, humid, dry, noisy, dirty, greasy, air-conditioned, sudden temperature changes, etc. The incumbent will be expected to work alone, around others, under stress, under minimal supervision, and under deadlines

<b>Career Progression</b>	
<b>From:</b> Maintenance Worker	<b>To:</b> Assistant Utility Operations Foreman

It is the intent of the City of Mount Vernon to be as consistent as is possible on all job descriptions on all comparable jobs, while recognizing that each position has duties and responsibilities specific to each department.