



CIVIL DIVISION
CLASS SPECIFICATION

**WATER MAINTENANCE
MECHANIC**

DATE ADOPTED: 2/28/1977

LAST REVISION: 6/30/2025

Page 1 of 2

DISTINGUISHING FEATURES OF THE CLASS:

This is manual labor involving the responsibility for performing skilled mechanical tasks to repair and maintain a municipal water system. The work is carried out according to modern plumbing practices on a job assignment basis. In addition, employees may assist in the maintenance and repair of the municipal wastewater system. Work is performed under the direct supervision of high level employees with judgment allowed for deciding the appropriate method of procedure to be used in a repair. Supervision may be exercised over a crew on a job.

TYPICAL WORK ACTIVITIES:

Typical work activities for incumbents in this title include those listed below in addition to those work activities performed by lower level support titles. They are indicative of the level and types of activities performed by incumbents in this title. They are not meant to be all inclusive and do not preclude a supervisor from assigning activities not listed which could reasonably be expected to be performed by an employee in this title.

1. Makes taps on street water mains for service to consumers;
2. Turns water on or off by operating control valves and gates;
3. Repairs, installs, and performs related maintenance tasks to hydrants, gates mains, pumps, sprinklers, meters, etc;
4. Investigates, locates and repairs water and wastewater leaks;
5. Operates a line tracer to locate water mains and service;
6. Cleans, repairs, raises and lowers curb and gate boxes;
7. May read and reset meters, cleans and repairs catch basins
8. Cleans and repairs catch basins;
9. Cares for tools, supplies and equipment;
10. May operate power rodding machines and hydro excavation trucks;
11. May operate a truck or motorized equipment in the transportation of crew, materials and equipment;
12. May read plans and sketches to trace water lines;
13. May act as lead and serve as supervisor in absence of crew supervisor.

FULL PERFORMANCE KNOWLEDGE, SKILLS, AND ABILITIES:

Good knowledge of the common practices, tools, terminology and safety precautions used in the maintenance and repair of water and wastewater systems; working knowledge of the principles of hydraulics as related to water distribution systems; skill in working with the tools and equipment of the trade; ability to read plans or sketches; ability to understand and carry out written and oral instructions; ability to withstand heavy labor for extended periods in emergencies; mechanical aptitude; personal characteristics necessary to perform the duties of the position; physical condition commensurate with the demands of the positions.



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Page 2 of 2

MINIMUM QUALIFICATIONS:

EITHER: (A) Two (2) years work experience which involved the installation or maintenance of water, wastewater, plumbing or related lines and systems;

OR: (B) Completion of one year traineeship as Water Maintenance Mechanic Trainee.

SPECIAL REQUIREMENTS:

An appointing authority may require possession of an appropriate valid Driver License to operate a motor vehicle in New York State at time of application and to maintain the position.

CIVIL DIVISION USE ONLY:

JURISDICTIONAL CLASSIFICATION: Non-Competitive

REVISION HISTORY: 6/22/78; 3/1/96; 6/16/78; 9/20/78; 2/11/09; 6/30/25