



**CIVIL DIVISION  
CLASS SPECIFICATION**

**WATER AND SEWER  
MAINTENANCE MECHANIC**

DATE ADOPTED: 03/27/2017

LAST REVISION: 3/06/2024

Page 1 of 1

**DISTINGUISHING FEATURES OF THE CLASS:**

This is manual labor involving responsibility for making semi- skilled plumbing installations and repairs and performing maintenance work on municipal water and sewer systems. The work is performed under the direct supervision of a Water and Sewer Maintenance Foreman or other maintenance employee of higher rank.

**TYPICAL WORK ACTIVITIES:**

The following is indicative of the level and types of activities performed by incumbents in this title. It is not meant to be all inclusive and does 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. Tests for and locates leaks;
3. Repairs, checks and installs hydrants, mains, valves and pumps;
4. Flushes and rods plugged sewers;
5. Repairs water and sewer line breaks and leaks;
6. Shuts off and turns off water mains;
7. May operate power rodding machines;
8. Repairs pavement;
9. Cares for tools, supplies and equipment;
10. Adjusts valves to maintain pressure and to regulate water mains;
11. May read and repair water meters
12. May participate in snow and ice control.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, AND ABILITIES:**

Good knowledge of the common practices, tools, terminology and principles of the trades;  
Ability to understand and carry out oral and written instructions;  
Personal characteristics necessary to perform the duties of the position;  
Physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:**

Graduation from high school or possession of a high school equivalency diploma and one (1) year of full-time maintenance work experience in a wastewater treatment plant.

**SPECIAL REQUIREMENT:**

Some jurisdictions may require a valid New York State Class B Commercial Driver's License at time of application.

**CIVIL DIVISION USE ONLY:**

**JURISDICTIONAL CLASSIFICATION:** City of Beacon -non-competitive, all other jurisdictions -competitive

**REVISION HISTORY:** Sewage Plant Maintenance Mechanic 12/9/2022 03/06/2024