



**Job Title: Water Utility/Maintenance Worker**  
**Job Location: Public Works Dept. - Winnsboro, Texas**  
**Job Classification: Part-time**  
**Compensation: D.O.E.**

**GENERAL SUMMARY**

Under supervision of the Public Works Director, the Water Utility/Maintenance Worker is responsible for performing general utility, streets, maintenance and public works activities. This position is involved in various utility and maintenance duties and assigned projects throughout the City.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

Employees in this position work flexible hours, including weekends and evenings as needed, respond to customer requests and inquiries, and follow all prescribed safety policies and procedures at all times.

**Perform water/utility duties including but not limited to:**

- Excavate, inspect, flush, clean and repair water mains, lines and laterals; make taps for new water utility services; measure water volume and pressure
- Install, repair and replace fire hydrants, valves, meters and meter vaults and boxes; exercise valves according to prescribed schedules
- Locate and mark underground facilities

**Perform various landscaping, grounds and street duties including, but not limited to:**

- Paving, patching and filling potholes
- Operate equipment such as dump trucks, front loaders, trenchers and other tools such as soil compactors, compressors, jack hammers, sand blasters and concrete saws
- Install street barricades and cones prior to the performance of construction and repair activities; direct and control traffic around work sites

**EDUCATION, TRAINING, EXPERIENCE, CERTIFICATION:**

- Minimum High School Diploma or equivalent
- Must possess a valid Texas Driver’s License and have a good driving record
- Must be able to obtain required licenses and attend regular training
- General knowledge of work hazards and applicable safety precautions
- Experience preferred, however qualified applicants who meet position requirements and are willing to learn will be considered.



**ABILITIES AND PHYSICAL DEMANDS:**

- Ability to lift over 80 pounds and regularly work outside in hot or otherwise inclement weather
- Ability to understand and follow oral/written instructions
- Ability to work effectively alone or in a group
- Personal Protective Equipment Required: Safety Boots

**Other items:**

This job description is subject to change at any time. This is an at-will position, without a definite duration or term of office.

This job is classified as FLSA non-exempt. Employee will adhere to all City policies and procedures as set out in the Personnel Policy manual.

The City of Winnsboro is committed to compliance with the Americans with disabilities Act, and is an Equal Opportunity Employer.