



**JOB DESCRIPTION**

**JOB TITLE: Craftsman Maintenance VII – Backflow Technician II**

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| Position Type: <b>Classified</b>     | Department: <b>Facilities</b>          |
| Salary Schedule: <b>Classified</b>   | Reports to: <b>Facilities Director</b> |
| Salary Range: <b>32</b>              |  |
| Term of Employment: <b>12 months</b> | Date: <b>October 25, 2016</b>          |
| Shift: <b>Day/Night</b>              | Approved by: <b>Human Resources</b>    |

**POSITION SUMMARY:**

Performs a wide variety of skilled, journeyman level duties in the testing, maintenance and repair of backflow prevention assemblies, and related duties as assigned. Also will perform a variety of plumbing work in the maintenance and repair of plumbing fixtures and appliances, lines and systems.

*To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

**ESSENTIAL FUNCTIONS:**

- Inspects, diagnoses and trouble-shoots backflow assemblies.
- Disassembles and cleans backflow assemblies.
- Removes and replaces backflow assemblies.
- Repairs and rebuilds backflow assemblies.
- Advises and confers with necessary individuals to schedule service shutdowns to inspect, test, and repair backflow assemblies.
- Maintains records and logs of backflow assembly inspections, tests, and repairs.
- Submits necessary paperwork to various city and private water companies as required.
- Plans and lays out work from requests and/or work orders.
- Ensures the timely and accurate completion of preventive maintenance activities.
- Requisitions necessary tools, equipment, and supplies needed for the job.
- Researches new operational methods, techniques, and equipment that is available.
- Repairs or replaces plumbing fixtures, parts, and sewer lines as necessary.
- Connects new plumbing fixtures to existing water and sewer lines.
- Replaces leaky and corroded pipes.
- Installs and repairs water heaters.
- Installs gas lines, air piping and any other associated piping.
- Unclogs commodes, urinals, lavatories, and sewer lines.

### **MARGINAL DUTIES:**

- Other job related duties as assigned by the supervisor.
- Assist other personnel as may be required for the purpose of supporting them in the completion of their work activities.
- Is subject to call outs during evening, weekends, or holidays if emergency repairs and/or maintenance are needed.

### **SUPERVISORY RESPONSIBILITIES:**

- Assists and trains less experienced personnel.
- May train or instruct others in the work as necessary.

### **SKILLS/ABILITIES/KNOWLEDGE/WORK STYLE:**

- Knowledge of practices, techniques, methods, tools, and equipment used in testing, installation, maintenance, and repair of backflow prevention assemblies.
- Knowledge of safety practices, safe work methods, and safety regulations pertaining to the work.
- Knowledge of the Safe Drinking Water Act and relevant EPA regulations pertaining to the testing, installation, and repair of backflow prevention assemblies.
- Knowledge of codes, ordinances, and regulations pertaining to the work.
- Ability to inspect, install, diagnose, and repair a wide variety of backflow prevention assemblies.
- Ability to identify and implement effective courses of action to complete assigned work.
- Ability to read and interpret plans, specifications, and manuals
- Ability and desire to provide outstanding customer service.
- Ability to work effectively under time constraints.
- Able to work a flexible schedule, which may include weekend work.
- Must be able to comply with District's attendance standards as described in District guidelines.
- Must maintain a well-groomed appearance and follow the DVUSD Dress Code.
- Must be a team player and get along well with others.
- Must be highly organized with the ability to multitask.
- Must be detailed-oriented and self-motivated.
- Handwriting must be legible.
- Must have excellent written and oral communication skills.
- Must have excellent memory and ability to function well under stress.
- Must demonstrate an extremely high regard for confidential and sensitive information.
- Must demonstrate flexibility, common sense, and good judgment.
- Must have ability to keep abreast of information pertinent to the job.
- Ability to read and interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- Ability to write routine reports and correspondence.
- Ability to add, subtract, multiply, and divide in all units of measure using whole numbers, common fractions, and decimals.

- Ability to compute rate, ratio, discounts and percent and to draw and interpret bar graphs.
- Ability to solve practical problems and deal with a variety of concrete variables in standardized situations.
- Ability to use shop mathematics, observe and interpret situations, deal with changes and intensive deadlines, and interact with officials and the public.
- Ability to effectively present information in one-on-one and small group situations.
- Interpersonal relation skills required.
- Must have basic knowledge of computers including e-mail and internet.
- Ability to operate specific equipment and tools needed in the performance of necessary work being done.
- Knowledge of contemporary methods and techniques in plumbing is required.

**CERTIFICATES, LICENSES AND REGISTRATONS REQUIRED:**

- Must have authorization to work in the United States as defined by the Immigration Reform Act of 1986.
- Must have a valid Arizona Drivers License.
- Must not have accrued six (6) points against driver's license within the past three (3) years.
- Must have a Backflow Prevention Assembly General Tester Certificate which includes testing, repair, and installation of backflow devices.
- Must be listed and approved to test in the following cities/towns: City of Phoenix, City of Glendale, City of Peoria, City of Cave Creek, Anthem (EPCOR Water Company).

**EDUCATION AND/OR EXPERIENCE:**

- High School diploma or general education degree (GED).
- A minimum of four (4) years proven experience in the skilled trade or craft (plumbing with the required backflow experience) and/or training; or equivalent combination of both.

**ADVANCEMENT REQUIREMENTS FROM SALARY RANGE 32:**

May attain Range 33 after three (3) years of service at Range 32 and meet all other requirements.

**PHYSICAL DEMANDS:**

- Regularly required to stand, use hands to finger, handle, or feel objects, tools, or controls, reach with hands and arms, and talk or hear.
- Must frequently climb or balance, stoop, kneel, crouch or crawl, and taste or smell.
- Must occasionally lift and/or move more than 100 lbs.
- Must have close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

**ENVIRONMENTAL CONDITIONS:**

- The noise level in the work environment is usually loud.
- The employee frequently works near moving mechanical parts.
- The employee occasionally works in high, precarious places and in outside weather conditions.
- The employee is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock and vibration.

**COMMENTS:**

*This job description is intended to be representative of the work performed by employees in this position and is not all-inclusive. The omission of a specific duty or responsibility will not preclude it from the position if the work is similar, related, or a logical extension of position responsibilities as defined by the supervisor.*

*This is a temporary management guide tool subject to change.*