

**CITY OF ANADARKO  
JOB DESCRIPTION**

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**TITLE:** Laborer II  
**DEPARTMENT:** Water Distribution  
**REPORTS TO:** Superintendent  
**FLSA STATUS:** Non-Exempt

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**NATURE OF WORK**

Responsible technical position providing knowledge in the maintenance and repair of water distribution and waste water collection systems. Work provides direct supervision of field personnel including, but not limited to, assigning and monitoring work, responding to public complaints, and department safety.

**ESSENTIAL JOB FUNCTIONS**

1. Works to maintain and repair of water distribution and waste water collection systems.
2. Works with Utility Billing to resolve all issues related to water distribution and waste water collection. Works with Meter readers to insure accuracy of customer billing.
3. Locates City of Anadarko water and sewer lines.
4. Responds to complaints from public.
5. Other duties as assigned.

**EDUCATION, TRAINING, AND EXPERIENCE REQUIRED**

High School education with specializing in mechanics, or construction work. Vocational training of two years is highly desired in related experience repairing pumps, motors, etc.

**SUPERVISORY RESPONSIBILITY**

None

**SPECIAL CERTIFICATES, REGISTRATIONS, LICENSES REQUIRED**

Must have a valid drivers license with an acceptable driving record. Desirable to have a Commercial Drivers License.

**PHYSICAL/MENTAL REQUIREMENTS**

Must lift, walk and carry over 80 pounds on a regular basis. Light to moderate lifting on a more frequent basis.

Must constantly stoop, kneel, crawl and bend over to lift and do job. Must be able to operate computer, and operate complex tools and machinery.

Must have vision to operate equipment safely and proficiently, hearing to observe engine sounds, observing and identifying hazards, repairing lines, meters and lift stations.

Must be able to read and follow diagrams, schematics, and detailed instructions on the repair of motors, on understanding special equipment, etc.

Must be able to work effectively with other technicians and laborers, follow oral and written instructions, sometimes in an instructional capacity and provide quality customer service.

**ENVIRONMENTAL CONDITIONS AND SAFETY CONCERNS**

Major physical inconvenience or discomfort routinely present in the work situation. About 75% of the time the incumbent is outdoors. Job requires the incumbent to be aware of and observe safe working procedures. Such hazards that are encountered included but are not limited to noxious odors, sharp objects, grease and dirt, smoke, mud, sewage, etc.

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The above duties are general in nature and are not intended to reflect all of the duties which may be required of the incumbent  
LAST DATE OF REVISION: 102/09