

South Jordan City

Job Description

Title: Water Conservation Technician
Org: 600580
Pay Grade: GH16

Effective Date: 4/25/2025
FLSA: Non-Exempt
Workers Comp: Municipal

GENERAL PURPOSE

Coordinate the day-to-day activities of South Jordan City's water leak detection programs. Manage the Water Division's leak detection software, processes and public outreach. Prioritize and coordinate leak detection activities with Water Manager and Water Conservation Coordinator. Compile and analyze water system leak detection data and water user data and formulate outreach and education strategies to reduce unnecessary user water consumption.

SUPERVISOR

Water Conservation Coordinator

POSITION(S) SUPERVISED

None

ESSENTIAL JOB FUNCTIONS

Meet performance standards established with the employee's supervisor.

Job attendance is required, except for authorized leave. This position has been determined to be not eligible for remote work because all or a majority of the essential job duties must be performed onsite.

Receive assignments from supervisor, to manage water system leak detection program and unnecessary water use program.

Carry out leak detection program processes and work with residents on residential leaks to educate, troubleshoot and eliminate system leaks. Reviews daily leak detection report and makes plan to follow-up with customers.

Investigate and respond to customer high usage inquiries. Review customer water usage data and follow up with actionable responses for customer.

Review daily usage reports and identify unnecessary customer water consumption. Utilize various communication channels to educate residents on wise water use.

Assist supervisor with analysis of water consumption data and generate strategies for new and improved water conservation programs and campaigns.

Prepare reports showing realized water savings from leak detection and other water conservation programs.

Work to identify and implement transmission and distribution line leak detection programs.

May assist with other water conservations and quality programs.

Observe and actively participate in work zone safety procedures and follow safety principles when operating vehicles and equipment to reduce/eliminate accidents and injury.

Operate, clean, and maintain tools, vehicles and equipment to assure proper working order.

Maintain computer based work orders on a daily basis to provide accurate data for monthly reports.

Compensated on-call rotations as assigned. Must remain available for phone contact and respond to work site within one (1) hour of notification and be in compliance with the City's Drug & Alcohol policies.

Subject to uncompensated stand-by by rotation for a given event, such as a pending snow storm event or response to a natural disaster. Must remain in compliance with the City's Drug & Alcohol policies.

Employee shall live no more than 30 miles from the South Jordan City border and have the ability to travel from their place of residence to the South Jordan City Public Works building in no more than 45 minutes time.

Perform other duties as assigned.

MINIMUM QUALIFICATIONS

1. Education and Experience:

A. Graduation from High School or G.E.D.;

AND

B. Two (2) years of experience and performing water system maintenance and repair.

2. Special Qualifications:

Valid Utah Class A Commercial Driver License

Certifications:

Level IV Water Distribution State Certification or obtain within 1 year of hire

3. Knowledge, Skills and Abilities:

Knowledge of construction drawings and specifications; methods of line installation and maintenance; pipe classifications; and trench construction.

Knowledge of state and federal regulations governing installation and maintenance of water systems, water quality, treatment procedures, and source protection .

Knowledge of water quality monitoring, analyzing and testing equipment and procedures

Basic knowledge of SCADA systems.

Participates in training, consisting of in-house training and demonstrations, field trips, teleconferences, seminars, written and verbal exams, drills, and personal study.

Strong skills in word processing, spreadsheet and database use with good keyboarding ability

Work effectively with the other employees, elected officials, local agencies, and the general public.

Ability to organize and manage multiple projects.

Ability to communicate effectively with supervisor verbally and in writing.

Problem Solving: Must have good decision making skills and the ability to apply common sense, analyze data and interpret results yielding varying outcomes. Such work may include analyzing compliance with drinking water rules and regulations, dealing with customer complaints and researching water quality issues.

Communication Skills: Expected to comprehend and construct detailed memos, letters, reports and other correspondence, actively participate in group meetings, and make presentations to employee groups and other outside agencies.

4. Working Conditions:

Tasks require variety of physical activities, generally involving muscular strain, such as walking, standing, stooping, sitting, reaching, lifting (40-60 lbs.), etc. Talking, hearing and seeing essential to the performance of the job. Daily exposure to weather extremes and seasonal conditions. Common eye, hand, finger dexterity exist. Mental application utilizes memory for details, verbal instructions, critical thinking. Frequent local travel required in normal course of job performance.

The above statements are intended to describe the general nature and level of work being performed by person(s) assigned to this job. They are not intended to and do not infer or create any employment, compensation, or contract rights to any person(s). This job description reflects management's assignment of essential functions; it does not prescribe or restrict the tasks that may be assigned. This updated job description supersedes all prior descriptions for the same position.

Human Resources Use Only

Job Class:	Water Conservation Technician	EEO-4 Class:	Skilled Craft Worker
Location:	Water	EEOP Class:	Craft Worker
Group/BU:	General Pay Plan	Tech-Net Match:	Comb.>2174