

**Class Title:** Fire Hydrant Technician  
**Department:** Public Works  
**Supervisor:** Distribution Supervisor

**Job Summary**

Perform manual technical work involving program responsibility to ensure the availability of adequate water supplies to meet fire suppression operations through maintenance, periodic testing and repair of fire hydrants; record keeping on computer software; and perform related work as required. Must be able to demonstrate that he or she can work methodically and conscientiously without supervision.

**Essential Job Duties & Responsibilities**

The following duties are normal for this position. The omission of specific statement of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this position. Other duties may be required, assigned and expected aside from those set forth below to address operational needs and changing operational practices.

- Inspects, cleans, repairs, and maintains fire hydrants located on the city's water distribution system to ensure proper operation and function.
- Inspects, identifies and evaluates fire hydrants for repair or replacement.
- Raises and lowers fire hydrants to allow for proper clearance.
- Installs and maintains fire hydrant markers in roadway throughout the city for easy identification. Maintains an inventory of various replacement parts for hydrant repair.
- Responsible for maintaining necessary equipment needed for hydrant repair.
- Services and paints fire hydrants when major repairs are not needed.
- Responsible for maintaining and updating files, computer records and maps regarding all fire hydrants located on the city's water distribution system.
- After accurate documentation has been recorded, it should be made available to department personnel.
- Plans, organizes and coordinates with the fire department and utility department, the bi-annual water flow test on all the city's fire hydrants to determine available water supply and ensure adequate fire protection.
- In addition conducts water flow tests with contractors for proposed construction.
- May attend training classes when available.
- May be asked to assist with training other individuals in the maintenance and operation of fire hydrants. May be needed to assist the Utilities Department with replacement and installation of fire hydrants and water mains.
- Does the annual Spring and Fall Flushing of the distribution system.

**Education&Experience**

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities required for this position would be:

**Education/Training**

High School Diploma or Equivalent

**Experience**

One (1) year of experience with water distribution systems and pipe fitting desired

**CertificationsRequired**

Valid Driver's License

**Knowledge of:**

- Administrative policies and procedures of government.

- Preventive maintenance and repair procedures for fire hydrants and water mains.

**Ability to:**

- Perform heavy manual labor for extended periods, often under hot, humid as well as cold weather conditions.
- Work a flexible work schedule, including emergency recalls, weekends, nights and holidays.
- Establish and maintain effective working relationships with other City employees, department supervisors and the general public.
- Operate a City vehicle and maintain a current driver's license.
- Use specialty computer software programs.

**Physical Demands & Working Environment**

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. In compliance with the Americans with Disabilities Act, the city encourages both prospective and current employees to discuss potential accommodations needed to perform the essential duties of this position.

**Environment:** Primarily outdoors

**ADDITIONAL REQUIREMENTS:**

**Instruction:** Instructions general to specific. Necessary to understand and implement standard operating procedures.

**Review of Work:** Work is generally reviewed as completed projects. Work with equipment, tools and tasks not mastered will be reviewed extensively.

**Tools and / or Equipment Used:** Vehicle, hand tools, safety equipment, construction equipment assigned to department, personal computer and applicable software.

**Physical Demands of the Job:**

Work may be performed outdoors for extended periods of time during all weather conditions; kneeling and stooping; may require sitting at computer for extended periods; lifting objects weighing more than 100 pounds is an accepted requirement of the job; exposed to noise, fumes, chemicals, and toxic substances; must operate vehicle and equipment regardless of weather conditions.

**Contacts:** Public and internal contacts, including supervisors and employees from other departments, requiring tact and diplomacy are requirements of the job.

**Confidential Information:** Limited use of confidential information.

**Mental Effort:** Moderate.

**Interruptions:** Moderate.

**Overtime Provision:** Non-exempt.