



UNION JOB DESCRIPTION

TITLE: Water Construction Inspector

DEFINITION:

Inspects work performed by contract and developer funded crews to ensure that the work is performed efficiently and complies with District construction standards, safety standards and regulations. This position is under the direct supervision of the Water Superintendent.

DISTINGUISHING CHARACTERISTICS:

This classification is a bid classification with the District selecting the successful candidate. The incumbent also performs the duties of Water Distribution Specialist (WDS) when not performing Water Construction Inspector duties or working on emergency situations. The Water Construction Inspector must be available for regular duties (i.e. inspection duties) and can not take overtime call-outs from other District workgroups if the call-outs interfere with those regular duties.

Incumbents in this classification assigned to the Lake Stevens Water Operations headquarters are required to establish their residence so they will be able to report to work within thirty (30) minutes after being called.

BASIC RESPONSIBILITIES:

1. Performs typical inspection duties as needed for developer plat work and in some instances capital construction projects, including but not limited to: participation in pre construction meetings, valve alignments, flushing, physical inspection of ongoing construction activities including daily notes and photos, notification for customer service interruptions, inspection of system shut downs and tie-ins, administration of pressure and bacteriological tests, etc. Duties related to capital construction may be assigned to the position only as determined by the District.
2. Coordinates the inspection of developer extension plat work between contractors, the general public, District engineering staff, and other WDS crew members assigned to assist in the inspection of projects. Schedules all system shut downs, tie-ins, pressure and bacteriological tests in advance with the contractors and assures through adequate communication with the Water Foremen and Water Superintendent that appropriate District staff is available to carry out those tasks.
3. Ensures contract or developer crews perform their work efficiently and comply with District construction standards, safety standards, and regulations.
4. Interacts with contract crew Foremen, customers, government officials, and District employees as necessary to complete assignments.
5. Advises and confers with the general public concerning project activities as appropriate.
6. Reads and interprets work sketches and plans.
7. Understands and interprets field survey staking and ability to stake the location of new facilities identified on construction documents.
8. Follows applicable safety rules contained in the District's Accident Prevention Manual and applicable OSHA/WISHA safety rules and regulations.
9. Completes time slips and necessary reports affecting job assignments. Keeps diary of daily activities for future reference regarding damage claims.
10. Schedules and supervises the inspection efforts of other WDS crew members, temporary full time employees, and contract employees as needed for water construction inspection.

11. Works closely with the District's Water Engineering and Administrative staff to assure that the appropriate as-builts, inspection notes, and files are incorporated into the District's GIS system and main filing system.

OTHER RESPONSIBILITIES:

1. Performs all of the WDS job duties as needed.
2. Participates on the Water Standards team;
3. Protects against damage to public and private property during water system construction and maintenance, whenever possible.
4. Continues the ongoing effort to streamline and make more efficient the inspection process for water facilities through the refinement and development of inspection forms and continued work with the Administrative and Engineering groups on maintaining up to date construction records.

MINIMUM QUALIFICATIONS:

Knowledge of:

- Practices, procedures, policies and agreements of the District (including but not limited to Construction Standards, Collective Bargaining Agreement, Crew Structure, etc.).
- Tools, materials, and equipment of the trade.
- CPR, First Aid card, current Asbestos Pipe removal requirements.
- Various forms, reports, time slips, and how-to complete them.
- District Accident Prevention Manual and appropriate OSHA/WISHA rules and regulations.
- Existing Water infrastructure, roads, and areas in Snohomish County enabling travel from job site to job site in the most expeditious manner possible.

Ability to:

- Interact and communicate effectively with customers, government officials, contractors, and District employees as necessary to complete assignments.
- Identify, analyze, and resolve problems.
- Direct the work of others.
- Apply applicable District policies, procedures, and agreements.

Education/Experience:

- Water Distribution Specialist – Level 4 or greater or equivalent.
- High School Diploma or equivalent.
- Five (5) years of Water Works experience with at least (1) year of inspection related duties.

License or Certification:

- Obtain a valid First Aid certificate within 6 months from job start date.
- Obtain a valid CPR certificate within 6 months from job start date.
- Valid Washington State Commercial Driver's License (Class A) within 6 months from job start date.
- Water Distribution Manager Level 2 or greater.
- Cross Connection Control Specialist.
- Current Flagging certification within 6 months from job start date.
- Certified Erosion and Sediment Control Lead certification (CESCL) within 6 months from job start date.

WORKING CONDITIONS:

- Work is performed in an outdoor environment in varying weather conditions.
- Must be able to lift and carry heavy equipment and materials in excess of 65 pounds.

- Must be able to work long hours as emergency conditions or ongoing construction project demands dictate.
- Subject to 24-hour call-out for emergency conditions.