



JOB DESCRIPTION NEW CONSTRUCTION TECHNICIAN

Job Title: New Construction Technician

Job Status: Full-Time

Department: Water Utility Operations

Location: Field

Reports To: Operations Manager

Classification: Non-Exempt

Position Summary:

The New Construction Technician ensures the proper construction, maintenance, and operation of water utility infrastructure. This position involves inspecting water lines, meters, and related equipment to ensure compliance with industry standards, regulations, and organizational policies. The role requires a blend of technical knowledge, fieldwork, and administrative tasks to support safe and efficient water utility services.

Essential Duties & Responsibilities

1. Conduct field inspections of water utility infrastructure, including pipelines, valves, hydrants and meters.
 2. Verify that construction and maintenance activities comply with approved plans, specifications, and standards.
 3. Ensure adherence to local, state, and federal regulations, including water quality standards.
 4. Perform tests on water distribution systems, such as pressure tests, leak detection and flow measurements.
 5. Document inspection findings, prepare detailed reports, and recommend corrective actions.
 6. Maintain accurate records of inspections, test results and compliance documentation.
 7. Monitor contractor work to ensure proper installation of water systems and equipment.
 8. Review and approve construction drawings, as-built plans, and material submittal.
 9. Identify and address construction deficiencies and potential hazards.
 10. Inspect repairs to ensure proper functionality and quality of work.
 11. Respond to customer inquiries or complaints regarding water services.
 12. Enforce safety protocols during inspections and construction activities.
 13. Work closely with other departments.
 14. Performs other duties as required.
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Formal Education and Work Experience Requirements

Degree/Diploma Obtained:

- High school diploma or GED required.

Work Experience Time Frame:

- 2 years of experience in water utility operations, construction, or related inspection roles.
- Experience in the water utility industry or underground construction is a plus.

Certification and Licenses Requirements

- Must have a current Texas driver's license and a satisfactory criminal record.
- Texas Commission on Environmental Quality (TCEQA) certification (preferred)
- Backflow Prevention Tester Certification (preferred)

Skills

Must have the following skills and/or abilities:

- Strong attention to detail and problem-solving skills.
- Knowledge of water distribution systems, construction practices and materials.
- Ability to interpret engineering drawings, blueprints, and technical documents.
- Effective communication and interpersonal skills for collaboration with contractors, colleagues, and customers.
- Self-motivated, with the ability to work independently and manage multiple tasks.

Physical Requirements

- Ability to work outdoors in various weather conditions
- Capable of walking, standing, bending, and operating equipment for extended periods.
- Ability to lift and carry up to 50 pounds.

Employee Statement of Understanding

THIS JOB DESCRIPTION DOES NOT CONSTITUTE AN EMPLOYEE CONTRACT, IMPLIED, OR OTHERWISE BETWEEN EAST CENTRAL SPECIAL UTILITY DISTRICT (ECSUD) AND THE EMPLOYEE. Additionally, this job description in no way states or implies that these are the only duties to be performed by the employee in this position. Requirements are representative of minimum levels of knowledge, skills, and/or abilities. Nothing in this position description restricts ECSUD's ability to assign, reassign or eliminate duties and responsibilities of this job at any time. **This institution is an equal opportunity provider and employer.**

I HAVE READ AND RECEIVED A COPY OF THIS JOB DESCRIPTION.

Employee's Signature

Employees' Printed Name

Date