



JOB DESCRIPTION

Maintenance Crewman

FLSA STATUS: Non-Exempt **GRADE:** 2
REPORTS TO: Maintenance Supervisor
DIVISION: Guadalupe Valley Hydroelectric
WORK LOCATION: Comal, Guadalupe, Gonzales, & Hays Counties, Texas

SUMMARY

The Maintenance Crewman is responsible for performing scheduled or emergency maintenance and repairs on dams with associated spill gates, canals and levees, hydroelectric generation plants, raw water delivery systems including right-of-ways and other GBRA facilities.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Keep a working knowledge of the GBRA's mission and policies as they relate to the Guadalupe Valley Hydroelectric system.
- Under the direction of the Maintenance Supervisor:
 - Perform maintenance and repairs to dams, powerhouses, substations, transformers, transmission lines, warehouses, storage sheds, rent houses, canals, levees, canal headwork equipment, bridges, turbines, generators, switchgear, pumps, motors, raw water delivery systems, pipelines, right-of-ways and other miscellaneous structures and property.
 - Operate spillway gates as assigned so that adequate river flow, proper lake level, and removal of river debris is accomplished as safely and effectively as possible.
 - Become knowledgeable of hydroelectric generation facilities and associated equipment, raw water delivery systems, operational procedures, safety programs, and the GBRA strategic plan.
 - Be available to operate spill gates and/or perform emergency duties as assigned by the Maintenance Supervisor.
 - Maintain an inventory of all tools and equipment.
 - Clean and organize service vehicles as required but not less than once per week.
 - Safeguard all facilities and property.
 - Perform rough fabrication, welding or cutting work, soldering, sandblasting, painting, general carpentry, and other repair work as needed.
- Report any problems and activities to the Maintenance Supervisor.
- Operate a motor vehicle with either an automatic or a manual transmission.
- Follow all requirements of the GBRA Safety Manual.

- Perform all work in a safe and thoughtful manner.
- Notify a supervisor immediately in event of an accident.
- Perform other duties as assigned.

KNOWLEDGE/SKILLS/ABILITIES

- Work hours Monday – Friday, 7:00 AM – 3:30 PM
- Subject to on-call on a rotating schedule as assigned by the Maintenance Supervisor.
- Respond to emergencies during off-duty hours.
- Safely operate gas, electric, hydraulic, and hand tools.
- Be able to read and understand product labels, safety data sheets, instructions, and directions written in English.
- Possess basic computer skills including Microsoft Word, Excel, and Outlook.
- The permanent residence must be such that travel time to reporting station takes no more than 45 minutes without violating traffic laws.

EDUCATION

High School Diploma or GED

REGISTRATIONS/LICENSES

1. Texas Driver License
2. Acceptable M.V.R.

EXPERIENCE

None required but experience in a utility operations and maintenance or construction is desirable.

MANAGERIAL RESPONSIBILITIES

None.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Work at elevated levels of over 50 feet on platforms, roofs, bridges, etc.
- Climb vertical ladders up to 20 feet in height.
- Repeatedly lift, load, and unload up to 50 pounds.
- Have body strength sufficient to operate high-pressure, high volume water hose in knee-deep mud conditions under dam spill gates.
- Repeatedly pull up loads of up to 50 pounds with large rake from depths up to 20 feet.
- Respond to visual and audible alarms.
- Wear personal protection equipment such as safety glasses, protective footwear, respirators, self-contained breathing apparatus (SCBA) as outlined in the employee Safety Manual.
- Enter and work in trenches and confined spaces.
- Perform basic first aid and CPR.

Employees must wear protective footwear in compliance with ANSI or ASTM standard. New employees must provide protective footwear in compliance with ANSI or ASTM standard. Thereafter, replacement footwear is provided annually for qualifying employees.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

ACKNOWLEDGEMENTS

Employee Signature

Date

Supervisor Signature

Date

The above statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. Management retains the right to add or to change duties, education/experience/skills requirement of the position at any time.