



Utility Service Worker Water/Sewer Utilities

UD-WD/2

JOB SUMMARY

This position is responsible for performing a variety of duties associated with the construction, installation, repair, and maintenance of water distribution and sewer collection lines, mains, meters, and related infrastructures.

MAJOR DUTIES

- Assists in locating and repairing underground and above ground water and sewer system leaks; may assist other crews in the city.
- Assists with excavation projects using manual labor.
- Assists equipment operators in locating underground utilities.
- Performs general cleaning/maintenance tasks necessary to keep vehicles, equipment, and tools in operable condition, which may include inspecting equipment, checking fluid levels, replacing fluids, greasing equipment, replacing parts, washing/cleaning equipment, or cleaning shop/work areas; monitors equipment operations to maintain efficiency and safety.
- Responds to emergency situations as needed; performs traffic flagging activities to assist with traffic control when necessary.
- Performs other duties as assigned.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of city and departmental policies and procedures.
- Knowledge of methods, materials, procedures, and standard practices of water distribution and sewer collection system maintenance and repair.
- Knowledge of equipment and tool operation and maintenance practices.
- Knowledge of traffic laws and rules involved in vehicle and equipment operation; and basic traffic control/barricade procedures.
- Knowledge of city policies regarding safe work practices.
- Skill in following written and oral instructions.
- Skill in assisting in motorized equipment operators in the operation of equipment.
- Skill in operating power equipment and hand tools.
- Skill in operating assigned motor vehicles and related equipment.
- Skill in prioritizing and organizing work.

SUPERVISORY CONTROLS

The Water Distribution /Sewer Collection Supervisor assigns work in terms of somewhat general instructions. The supervisor spot checks completed work for compliance with instructions and established procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include city and department policies and procedures, supervisory instructions, and safety regulations. These guidelines are generally clear and specific, but may require some interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of related duties associated with the construction, installation, repair, and maintenance of water distribution and sewer collection lines, mains, and related infrastructures. Cold or inclement weather contributes to the complexity of the work.
- The purpose of this position is to participate in the construction, installation, repair, and maintenance of assigned city infrastructures. Successful performance helps ensure the safe and efficient maintenance and completion of public works projects.

CONTACTS

- Contacts are typically with co-workers, other city employees, property owners, business owners, and members of the general public.
- Contacts are typically to give or exchange information, resolve work related problems, and provide services.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while intermittently standing, walking, bending, crouching, or stooping. The employee frequently lifts light and heavy objects, uses tools or equipment requiring a high degree of dexterity, and distinguishes between shades of color.
- The work is typically performed outdoors. The employee may be exposed to noise, dust, dirt, grease, machinery with moving parts, and cold or inclement weather. The work requires the use of protective devices such as goggles or gloves.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

MINIMUM QUALIFICATIONS

- Ability to read, write and perform mathematical calculations at a level commonly associated with the completion of high school or equivalent.
- No experience requirements.
- Possession of or ability to readily obtain a valid state issued driver's license for the type of vehicle or equipment operated.