



JOB DESCRIPTION

TITLE: Utility Service Worker

JOB SUMMARY:

Responsible for repair, maintenance, installation, inspection, and adjustment of the District's water distribution system, sewage collection system, plants, and reservoirs. Performs varied manual work and operates heavy and specialized equipment to maintain and/or repair water distribution and wastewater collection systems. This is a journey level position which requires little or no supervision.

REPORTING RELATIONSHIP:

This position reports to the Operations and Maintenance Supervisor and does not supervise others.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Installs, services, and repairs the District's water and sewer facilities; repairs water and sewer line leaks, flushes water systems; installs valves, sets meters; services, installs, and repairs hydrants, taps water and sewer mains for new connections and cut ins for new water mainline construction; repairs curbs and sidewalks; maintains and repairs water and sewer lines, lift and pump stations, roadways and other District-owned buildings and property; locates other utilities for job completion. Restores work area to original condition.
- Responds to on-site inquiries and talks with property owners and contractors regarding work being performed and the impact work may have on their property. Performs accurate pressure checks; calculates water volumes, velocities, and distances.
- Locates and reads meters and records water meter activity; notes any changes in consumption, location of meter or meter malfunctions; raise meters and replace boxes if needed; performs meter lock off, shut off, and payment tag assignments.
- Operates, services, and maintains a variety of heavy equipment and small equipment and tools used to repair water and sewer facilities.
- Monitors operation and performs routine inspections and maintenance of lift stations, manholes, water and sewer lines, valves, and hydrants.
- Performs locates for water and sewer utilities; inspects, services, raises and/or repairs manhole frames and lids.
- Assists with inspections and testing of all pumps, motor controls, meters, pumps, programmable controllers, and generators to ensure proper operation of equipment systems.
- Accurately completes work orders according to time and materials specifications and works with supervisory personnel to perform final inspections of projects.
- Responsible for safe working conditions of job sites including set up of barricades, warning signs, and other public safety devices and traffic control. Responsible for following all State, Federal, and District safety regulations.
- Performs general maintenance around water storage tanks including the inspection and recalibration of level settings, reservoir cleaning, and PRV maintenance.
- Maintains grounds and facilities.
- Performs other duties as required or assigned.

MINIMUM QUALIFICATIONS:

Knowledge of:

- Location and operation of water and sewer systems and related maintenance equipment.
- Standards and regulations, set-ups, layouts, practices, and procedures used in the installation, repair, and service of waterworks and sewer systems.
- Electrical, telemetric (SCADA) and mechanical equipment and methods of calibration.
- District operations and equipment.
- District safety rules, regulations, and procedures including confined space entry, trenching and shoring, erosion control, flagging, and traffic control.
- Electricity and electrically charged equipment and facilities.
- Automatic control valves.
- Operation, service techniques, and maintenance of small equipment and tools used to repair water and sewer facilities including jackhammers, compactors, pumps, cut-off saws, and other small equipment to maintain water and sewer systems.

Skill in:

- Operating heavy equipment such as backhoe, dump truck and front-end loader.
- Performing accurate mathematic calculations.
- Reading and interpreting blueprints, construction drawings, and maps.
- Testing and operating electronic equipment.
- Repairing and rebuilding pumps, motors, meters, valves and other equipment related to water operations.
- Performing manual labor under uncomfortable conditions for extended periods of time.
- Following oral and written instructions.
- Working in confined spaces for long periods of time.
- Operating SCADA System equipment.
- Using a variety of equipment such as programmable controllers, calibration and testing equipment, flow and pressure testing equipment required to perform job assignments.
- Operating equipment such as backhoes, boring machines, jackhammers, tapping machine and cut-off saws.
- Operating hand tools.
- Judging the quality of sewer and water system installations.
- Drawing as-built sketches.
- Establishing and maintaining effective working relationships with Employees and the general public.
- Communicating effectively verbally and in writing with staff, co-workers, supervisors and the general public.
- Using various and job applicable computer hardware and software.

EXPERIENCE/EDUCATION:

Any equivalent combination of education and experience which provides the applicant with the knowledge, skills and abilities required to perform the job. A typical way to obtain the necessary knowledge and abilities would be:

Experience:

Two years experience as a water sewer service worker in a water or sewer district or utility maintenance and installation operations in the construction industry or equivalent.

Education:

High school diploma or General Equivalency Diploma (GED)

Licensing Requirements:

- Valid Washington State Driver's License with a Commercial Driver's License Class A, air brake and tanker endorsements, within three years of employment.
- Water Distribution Manager 1 Certification, within two years of employment.
- Asbestos/Cement Pipe Certification, within one year of employment.
- Obtain Flagger Card and Industrial First Aid and CPR certification within one year of employment.

Working Conditions:

Duties are performed in the office and in the field. Field work has exposure to extreme weather conditions for extended periods of time, confined spaces, automobile traffic, moving mechanical parts, electrical currents, vibrations, and various tools and equipment. Work involves exposure to live sewer systems, human waste, gases, fumes, loud noise, chemicals and pesticides. Subject to 24-hour call-out for emergencies, computer/telemetry problems, power outages, etc.

Physical Requirements:

This position typically requires reaching, standing, stooping, kneeling, crouching, crawling, sitting, lifting, walking, pushing, pulling, carrying, grasping, finger dexterity, hearing, seeing, talking and repetitive motions.

Heavy Work: occasionally lifting, carrying, pushing or pulling up to 100+ pounds and/or frequently lifting, carrying, pushing or pulling up to 50 pounds.

Must meet DOT physical requirements to operate a Commercial Vehicle.

Compensation:

Salary Range, \$27.16-\$36.40/Hour, plus excellent benefits package.

This job description does not constitute an employment agreement and may be changed or amended at any time to meet the needs of the District. The statements contained herein reflect general details to describe the principal functions of this job, the level of knowledge and skills typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods or to otherwise balance the District's workload.