

# PADRE DAM MUNICIPAL WATER DISTRICT CLASS SPECIFICATION

## CLASS TITLE: Utility Worker

<b>DEPARTMENT:</b> Operations & Water Quality	<b>ACCOUNTABLE TO:</b> Construction & Maintenance Crew Supervisor	<b>FLSA STATUS:</b> Non-Exempt
<b>SALARY RANGE:</b>	<b>14, 17</b>	
<p><b>CLASS SUMMARY:</b> Incumbents are responsible for installation, repair and maintenance of water and sewer systems and related components. Duties may include: working alone or as a member of a crew in installing and repairing water services and fire services; maintaining mains and valves; installing and repairing sewer mains and laterals; performing maintenance of manholes, mains and laterals; maintaining and repairing recycled water pipelines; performing wet taps on mains under pressure; performing basic maintenance of pump stations, reservoirs, valves, sewer trunk lines, force main, lift stations and influent pump station; operating equipment as assigned including the closed circuit television truck; responding to and performing emergency repairs for water and sewer problems; removing and replacing concrete and asphalt; constructing walls and fences; performing general yard cleanup; and, repairing damages resulting from vandalism. Incumbents in this class may be required to receive and respond to after-hour calls.</p>		
<p><b>DISTINGUISHING CHARACTERISTICS:</b> The Utility Worker is the first level of a three level utility maintenance series. The Utility Worker is a broad class which incorporates all utility maintenance personnel. The Utility Worker is distinguished from the Construction &amp; Maintenance Crew Supervisor which has full supervisory authority.</p>		

DUTY NO.	ESSENTIAL DUTIES: (These duties are a representative sample; position assignments may vary.)
1.	Performs utility construction and maintenance repair activities to include: installing and repairing water services and fire services; maintaining mains and valves; installing and repairing sewer mains and laterals; performing daily maintenance of mains and laterals; maintaining and repairing recycled water pipelines; performing wet taps on mains under pressure; and, performing basic maintenance of pump stations, reservoirs, and valves.
2.	Operates equipment as assigned by crew lead or supervisor in performing utility maintenance repair activities. Equipment may include dump trucks, vector trucks and closed circuit television truck. Assures all equipment is ready, operable and inspected prior to day's assignment.
3.	Performs daily cleaning maintenance on all sewer lines, trunk lines, pump and lift stations and manholes.
4.	Does confined space entry, hazardous gas testing and all other duties and responsibilities of the competent person on confined spaces.

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DUTY NO.	ESSENTIAL DUTIES: (These duties are a representative sample; position assignments may vary.)
5.	Inspects sewer manholes and sewer easements in open fields and canyon areas, keeping sewer system components well marked, maintained, above ground and visual. Locates and maintains all sewer manholes with sewer system.
6.	Removes and replaces concrete and asphalt as required when performing utility maintenance activities.
7.	Performs a variety of other maintenance activities which includes constructing walls and fences; performing general yard cleanup; and, repairing damages resulting from vandalism.
8.	Responds to and performs emergency repairs on water, recycled water, and sewer problems.
9.	Coordinates restaurant grease/FOG program; conducts restaurant grease trap and grease interceptor inspections.
10.	Sets up and removes traffic control equipment, performs traffic control flagging.
11.	Responds to after-hours calls as scheduled.
12.	Performs other duties of a similar nature or level.

**Knowledge** (position requirements at entry depending on job assignment):

- General heavy construction or underground utility construction;
- Safety precautions;
- General understanding of water or wastewater utilities infrastructure.

**Skills** (position requirements at entry):

- Performing construction and maintenance activities;
- Reading blueprints;
- Using hand and power tools;
- Operating equipment as assigned;
- Basic computer usage;
- Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

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### **Training and Experience** (position requirements at entry):

High School Diploma or General Equivalency Diploma (G.E.D.) and one year experience in basic construction, preferably underground construction; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above. Incumbents must be insurable and pass a background check.

### **Licensing Requirements** (position requirements at entry, depending on job assignment):

- Valid California Driver's License.
- Class "A" by end of second year of employment;
- Water Distribution Grade D-2 certification from the State of California, Dept. of Health Services within one year (or two test cycles) of hire.
- Collection System Maintenance Grade I certificate from the California Water Environment Association within one year (or two test cycles) of hire;
- Higher certifications required to move into higher Utility Worker level.

### **Physical Requirements:**

Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, talking, hearing, seeing and repetitive motions.

Incumbents may be subjected to moving mechanical parts, electrical currents, vibrations, fumes, odors, dusts, gases, poor ventilation, oils, inadequate lighting, work space restrictions and intense noises.

Very Heavy Work: Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects.

### **Classification History:**

Date: 4/98; 1/02; 1/05; 7/06