

UTILITY MAINTENANCE WORKER

PURPOSE: Assist in the maintenance, repair and installation of City owned utilities.

FUNCTIONAL AREAS:

1. Perform routine labor tasks.
 - * A. Assist with excavation work including digging, shoring, and backfilling trenches.
 - * B. Operate jack hammers and other equipment used to repair underground utilities.
 - * C. Prepare concrete and other mixtures used in the repair of utilities.
 - * D. Assist in the operation of portable or temporary pumping equipment.
 - * E. Assist with receipt and storage of materials used to maintain and repair utilities.
 - * F. Operate equipment, such as a tandem dump truck, requiring a Class "B" commercial driver's license.

2. Assist other Utility Operations personnel with the installation, maintenance and repair of utilities.
 - * A. Assist in pipefitting work including cutting, threading, tapping, fitting, cementing, and calking pipes.
 - * B. Assist in the installation, maintenance, and repair of valves, stop boxes, drips, taps, regulator stations, water pumping stations, hydrants, air valves, force mains, manholes, catch basins and other utility structures.
 - * C. Assist in the operation, inspection, and testing of hydrants, air valves, water pumping stations and other utility structures.
 - * D. Operate a variety of motorized vehicles, power tools and hand tools.
 - * E. Assist in the maintenance and inspection of storm water sedimentation basins and grizzlies.

3. Perform related duties as assigned.
 - * A. Assist in stocking service trucks with necessary parts and supplies.
 - * B. Perform light maintenance and daily vehicle check list on equipment.
 - * C. Set up and maintain traffic control equipment.
 - * D. Assist in plowing and hauling snow from around utility facilities.
 - * E. Assist in the operation of equipment used in sewer line maintenance, including high pressure jet rodder, mechanical rodder, and bucket cleaning machines.
 - * F. Assist in maintenance of water pumping stations.
 - * G. Assist in operation of the steamer during ice removal in culverts and water facilities.
 - H. Perform related tasks as assigned.

JOB REQUIREMENTS

Education & Experience Requirements

- ◆ A. One (1) year of verifiable experience in utility construction or a position with equivalent duties.

License Requirements

- ◆ A. Possession of a valid Minnesota Class B Commercial Driver's License or privilege by the date of appointment and thereafter.

Knowledge Requirements

- ◆ A. Knowledge of defensive driving techniques and vehicle operation regulations.
- ◆ B. Basic knowledge of general safety practices and procedures.
- ◆ C. Knowledge of basic construction work methods and procedures related to the maintenance and repair of utilities.
- ◆ D. Basic knowledge of the use, operation and maintenance of pumps and compressors.
- ◆ E. Knowledge of safe trenching methods.
- ◆ F. Knowledge of gas and diesel powered equipment used in the repair and maintenance of utilities.

Ability Requirements

- ◆ A. Ability to safely operate and maintain motorized equipment according to City policies and procedures and to obey all traffic and vehicle operation laws.
- ◆ B. Ability to identify and operate a variety of hand and power tools.
- ◆ C. Ability to communicate and follow oral and written instructions.
- ◆ D. Ability to establish and maintain effective working relationships with others.
- ◆ E. Ability to work outdoors year round in all weather conditions.
- ◆ F. Ability to work in dusty, dirty, wet and muddy conditions.
- ◆ G. Ability to work expanded shifts and/or be called in for emergency work with little or no advance notice.
- ◆ H. Ability to attend work on a regular basis.

Physical Requirements

- ◆ A. Ability to climb ladders and work in excavations and confined spaces.
- ◆ B. Ability to occasionally remove and replace manhole covers with assistance.
- ◆ C. Ability to frequently lift and carry materials and equipment such as concrete products weighing up to 50 pounds, and occasionally lift and carry items such as a jack hammer weighing up to 100 pounds.

- * Essential functions of the position
- ◆ Job requirements necessary the first day of employment

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CC: 20100927	Res: 10-0477R	EEOC: Service/Maint	EEOF: Utilities/Transportation	WC: 7520