

## UTILITY WORKER I/II

### JOB SUMMARY

Under general supervision, operates hand and power tools and light to heavy motorized equipment in the repair and maintenance of the water distribution system; performs other related work as required.

As the Utility Worker I incumbent gains skills and performs more difficult work through experience, training and certification, and as a desired level of proficiency is reached, advancement to the Utility Worker II class can be reasonably expected. Most incumbents gain the skill, experience, certification and proficiency for advancement within two years with the District.

### EXAMPLES OF DUTIES

*(Duties include but are not limited to the following):*

- Operates light tractors, heavy and light trucks, skip loaders, backhoes, forklifts, cement mixers, heavy equipment, pneumatic equipment and compressors, light trenching equipment, jackhammers, concrete saws, drills and similar equipment and tools.
- Operates heavy construction equipment in the performance of routine work.
- Excavates and digs trenches with hand and power tools, sets up shoring, backfills and tamps trenches; does hand grading and tamping.
- Performs a variety of semi-skilled and manual work in the operation and maintenance of water system piping, valves, pumps and facilities.
- Clears work area of debris and rocks.
- Mixes, pours and finishes concrete, assists with maintenance and construction projects at pump stations, reservoirs and other facilities.
- Lays pipes; assists in the repair of sprinkler systems.
- Isolates, repairs or replaces inoperable pipe sections.
- Installs large and small water meter vaults.
- Operates a jackhammer in breaking up asphalt and concrete.
- Assures proper use of safety equipment.
- Maintains air vents, blowoffs, fire hydrants, valves and meters.
- Sets up traffic control at work sites in accordance with crew leaders instructions.
- Installs lateral ties on water mains, electrical conduit, and installs and repairs fire hydrants.
- Repairs and cleans reservoirs and water tanks; repairs gates and fences.
- Listens to, checks and resolves customer concerns and/or complaints or informs supervisor of problem.

- Responds to emergency situations including those occurring after normal working hours.
- Performs other related duties as assigned.

## **EMPLOYMENT STANDARDS**

### Knowledge of:

- Proper use and basic safety precautions of hand and portable power tools.
- Basic water distribution and repair practices.
- Methods of trench excavation, shoring and safety.
- Basic recordkeeping.

### Ability to:

- Learn the operation of pumps, motors and appurtenances of the system.
- Learn to identify types of soil needing shoring.
- Take appropriate safety precautions in trench excavation.
- Properly use hand and portable power tools in moderately complex repair and construction projects.
- Learn the specific policies, procedures and operating routines of the District.
- Operate pneumatic and power equipment.
- Operate specialized pipe connecting tools.
- Perform heavy physical labor.
- Perform a variety of semi-skilled tasks in the repair and maintenance of valves and pipes.
- Operate a vehicle observing legal and defensive driving practices.
- Understand and carry out oral and written instructions.
- Establish and maintain effective relationships with those contacted in the course of work.
- Be available for overtime, standby and after-hour emergencies.

### Experience and Education:

Any combination of training, experience and education that could likely provide the required knowledge and abilities stated above, and the ability to perform the duties of the position would be qualifying. A typical way to obtain the knowledge and abilities would be:

Experience: Worker I: One year of experience in construction or maintenance work.

Worker II: Proficiency at the "I" level, plus a minimum of one to two years of experience in construction and maintenance of a water distribution system; customer service experience is desirable.

Education: Formal or informal education or training at a level which ensures the ability to read, write, and perform mathematical computations and write reports at a level necessary for successful job performance.

### Licenses and Certificates:

Worker I: 1) Possession of a valid California driver's license, Class C, with the ability to obtain a Class A within eighteen (18) months of employment, and ability to maintain insurability under the District's insurance carrier. 2) Possession of a State Water Resources Control Board Water Distribution Operator certificate, Grade I, within eighteen (18) months of employment.

Worker II: 1) Possession of a valid California driver's license, Class A, with ability to maintain insurability under the District's insurance carrier. 2) Possession of a State Water Resources Control Board Water Distribution Operator certificate, Grade II, at time of appointment is required.

Certification at the required level must be maintained.

Physical Demands:

See to read fine print; have depth perception; reach horizontally and vertically with arms; operate hand and power tools requiring strength and coordination; sit or stand for prolonged periods; use lower body mobility to stand, walk, stoop, bend, crawl and extend legs; regularly lift over 50 pounds and frequently, over 100 pounds, with assistance; be exposed to harsh substances; be exposed to foul odors within acceptable ranges/levels; work in confined spaces; wear protective apparel including, but not limited to, goggles, face protectors, aprons, shoes and a respirator, as required by OSHA standards.

**OTHER REQUIREMENTS**

May be required to work evenings and weekends and assume stand-by duty if necessary.

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