

AUGUSTA WATER

Job Description

DATE: May 2023

JOB TITLE: Utility Technician

DEPARTMENT: Construction & Field Operations

REPORTS TO: Collection & Distribution Supervisor

FLSA: Non-Exempt

CATEGORY: Essential

SUMMARY OF RESPONSIBILITIES

To administer the location of underground utilities for new water/sewer installations and construction projects in compliance with Virginia Underground Utility Damage Prevention Act (Miss Utility). Assist with preventative routine maintenance on Augusta Water's Collection and Distribution Systems.

ESSENTIAL JOB FUNCTIONS

1. Primary function is to locate all of the water and sewer lines in accordance with the Virginia Underground Utility Damage Prevention Act. Tracking of all "Tickets" is required. Must respond to emergency tickets during regular business hours. Assist with the coordination with other utility locators as needed.
2. Assist with the Leak Detection Program.
3. Assist with the inspections on all public fire hydrants in accordance with the Fire Hydrant Maintenance Program.
4. Assist with the exercising of all valves in the distribution system in accordance with Valve Exercising Program.
5. Creates work orders for all defects found during daily functions.

WORKING CONDITION

1. Frequently works in outside weather conditions. Continuous exposure to extreme heat/cold uneven terrain. Exposure to dust, fumes, and noise and occasional exposure to heights.

2. Subject to contact with liquid water, wastewater and vapors, confined space, hazardous materials, and blood borne pathogens.
3. Continuous standing, walking, stooping, bending, kneeling, reaching, grasping, pushing, pulling, twisting, climbing, crawling, reaching, and grasping.
4. Lifting and carrying up to 75 pounds without assistance.
5. Required to work irregular schedules on an as needed basis, which includes overtime, night duty, standby, weekends, and holidays. Subject to secondary call-in for emergency assignments.
6. Must have a home phone or cell phone.
7. Maintain accurate and timely records and reports.
8. Maintain work areas, tools, and equipment in a clean and orderly manner.

EMPLOYMENT CONDITIONS

1. Pre-employment drug test
2. Pre-employment physical
3. Pre-employment driving record review
4. Annual driving record review
5. Subject to a random drug and/or alcohol test

KNOWLEDGE AND SKILLS

1. High school graduate or equivalent.
2. Ability to communicate, both verbally and written, and read in English to understand directions, procedures, and communicate to others.
3. Must have an understanding of basic mathematics, mechanical knowledge and use of general hand and power tools.
4. Ability to perform several tasks at the same time.
5. Must be able to work independently with a minimum of supervision.
6. Must exhibit a positive attitude to effectively deal with the public, agency officials, and co-workers.
7. Must have valid Virginia driver's license.
8. Must possess, or have the ability to obtain within six (6) – twelve (12) months of employment, a valid Class A (combination vehicle) Commercial Driver's License with Tanker Endorsement for vehicles with Air Brakes).

SAFETY REGULATIONS AND HAZARDS

Must observe all safety rules and regulations and wear protective equipment as required (e.g., hard hat, hearing protection, uniform, protective clothing, eye protection, gloves, safety vests, safety shoes, etc.).

THIS JOB DESCRIPTION DOES NOT LIST ALL THE RESPONSIBILITIES, DUTIES, SKILLS, REQUIREMENTS, EFFORTS, OR WORKING CONDITIONS ASSOCIATED WITH THE JOB. EMPLOYEES WILL BE EVALUATED IN PART BASED UPON PERFORMANCE OF THE TASKS LISTED IN THIS JOB DESCRIPTION.

MANAGEMENT RESERVES THE RIGHT TO REVISE THIS JOB DESCRIPTION AT ANY TIME. THIS JOB DESCRIPTION IS NOT A CONTRACT FOR EMPLOYMENT, AND EITHER PARTY MAY TERMINATE EMPLOYMENT AT ANY TIME, FOR ANY REASON.

APPROVALS:

EMPLOYEE or APPLICANT: _____ DATE: _____

SUPERVISOR: _____ DATE: _____