

**UTILITIES MAINTENANCE WORKER I
UTILITIES MAINTENANCE WORKER II**

PURPOSE

To perform a variety of semi-skilled and skilled tasks related to the construction, maintenance and repair of utilities, including the sanitary sewer system and the storm water system; to operate light and moderately heavy power driven equipment; to perform related duties as assigned.

WORKING CONDITIONS

Work is performed predominately outdoors and includes exposure to various weather conditions, hazardous materials, noxious odors, confined spaces, airborne particles, noise, and traffic hazards.

PHYSICAL DEMANDS

Moderate to heavy lifting (up to 50 pounds); prolonged periods of standing, stooping, reaching, crawling, and climbing. Also emphasizes vision and hearing.

SUPERVISION RECEIVED AND EXERCISED

Utilities Maintenance Worker I

Receives direct supervision from the Street and Utilities Supervisor as well as technical and functional supervision from a Senior Utilities Maintenance Worker.

Utilities Maintenance Worker II

Receives general supervision from the Street and Utilities Supervisor as well as technical and functional supervision from a Senior Utilities Maintenance Worker.

DISTINGUISHING CHARACTERISTICS

Utilities Maintenance Worker I – This is the entry level class in the Utilities Maintenance Worker series. Positions in this class typically have little or no directly related work experience. The Utilities Maintenance Worker I class is distinguished from the II level by the performance of less than the full range of duties assigned to the II level. Incumbents work under immediate supervision while learning job tasks, progressing to general supervision as procedures and processes of assigned area of responsibility are learned.

Utilities Maintenance Worker II - This is the journey level class in the Utilities Maintenance Worker series and is distinguished from the I level by the assignment of the full range of duties. Employees at this level receive only occasional instruction or assistance as new, unusual or unique situations arise and are fully aware of operating procedures and policies within the work unit. Positions in this class are flexibly staffed and are normally filled by advancement from the I level; however based on scope and complexity of work and level of independence, some positions may be permanently allocated to the I level at management discretion.

ESSENTIAL JOB FUNCTIONS – Duties may include, but are not limited to, the following:

Inspects, flushes, cleans and repairs sanitary sewer mainlines and laterals and storm water system; participates in the construction and repair of lines and/or oversees the work of contractors in the construction and maintenance of sanitary sewer and storm water lines.

Operates a variety of equipment including large trucks, loaders, backhoes, sewer rodders, hydro/vacuum trucks, CCTV equipment and medium-sized construction equipment such as jackhammers, concrete saws, chain saws, grinders, chisels, drill presses, bench grinders, welding equipment and generators.

Cleans and vacuums sanitary sewer lines and storm water lines and removes blockages using a hydro/vacuum trucks, rodder trucks, hand rods and high pressure water hoses.

Reads and interprets sanitary sewer system and storm water system maps and blueprints, including Underground Service Alert (USA) marking and notification.

Maintains sanitary sewer and storm water lift and pumping stations, including ensuring all pumps, controls, level systems and alarms are adequately working.

Performs routine inspections and preventative maintenance on tools, equipment, and vehicles used in the scope of work and stocks vehicles with adequate supply of tools and equipment needed to perform the work.

Collects data and prepares monthly reports related to the maintenance of sanitary sewer lines and storm water lines and related facilities; responds to and documents sanitary sewer system overflows and database entry for SSO online reporting.

May perform weed abatement as necessary to clear drains, ditches, roads and levees.

Solicits bids for material, equipment and services.

Perform standby duty; receive and respond to emergency calls.

Makes every reasonable effort to continually improve the manner in which the job is performed and increase the quality of service to the public.

Builds and maintains positive working relationships with co-workers, other City employees and the public using principles of good customer service.

Performs related duties as assigned.

DESIRABLE QUALIFICATIONS

Utilities Maintenance Worker I

Knowledge and Abilities:

Knowledge of uses and purposes of general construction and maintenance tools, materials and equipment; safe working practices.

Ability to learn to perform unskilled and semi-skilled tasks in a variety of utility construction and maintenance activities; perform heavy manual labor; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination equivalent to experience and education that would likely provide the required knowledge and abilities would be qualifying. Typical ways to obtain the knowledge and abilities would be:

Education: Equivalent to completion of the twelfth grade.

Experience: One year of construction, maintenance or repair experience in underground facilities or general construction.

Other Requirements:

This position requires possession of a valid Class C California Driver's License and a satisfactory driving record as a condition of initial and continued employment.

This position requires possession of, or the ability to obtain within 6 months of assignment, a Class B or A California Commercial Driver's License with a tank and air brake endorsements.

This position requires possession of, or ability to obtain within 6 months of assignment, a valid California Water Environment Association (CWEA) Collections System Maintenance Grade I certificate.

May require possession of, or ability to obtain, a valid California Department of Pesticide Regulations (DPR), Qualified Applicator Certificate, as designated by management.

The maintenance of valid licenses and certificates, if required of the position by management, is a condition of continued employment.

Utilities Maintenance Worker II

In addition to the qualifications for Utilities Maintenance Worker I:

Knowledge and Abilities:

Knowledge of methods, techniques, tools and operation of mechanical equipment used in the construction and maintenance of sanitary sewer systems and storm water system; reporting requirements; spill reporting procedures; principles of maintaining a variety of mechanical and electrical equipment.

Ability to independently perform semi-skilled and skilled duties related to the construction, maintenance and repair of sanitary sewer system and storm water system.

Education and Experience:

Any combination equivalent to experience and education that would likely provide the required knowledge and abilities would be qualifying. Typical ways to obtain the knowledge and abilities would be:

Education: Equivalent to completion of the twelfth grade.

Experience: Two years of increasingly responsible experience equivalent to Utilities Maintenance Worker I or Maintenance Worker I in the City of Dixon.

Other Requirements:

This position requires possession of a valid Class C California Driver's License and a satisfactory driving record as a condition of initial and continued employment.

This position requires possession of, or the ability to obtain within 6 months of assignment, a Class B or A California Commercial Driver's License with a tank and air brake endorsements, and a satisfactory driving record as a condition of initial and continued employment.

This position requires possession of, or the ability to obtain within 6 months of assignment, a California Water Environment Association (CWEA) Collections System Maintenance Grade I certificate.

Some positions may require possession of, or ability to obtain, a valid California Department of Pesticide Regulations (DPR), Qualified Applicator Certificate based on assignment.

The maintenance of valid licenses and certificates, if required of the position by management, is a condition of continued employment.