CITY OF TUALATIN
Classification Description

Job Title: Utility Technician
Department: Operations
Reports To: Operations Supervisor
FLSA Status: Non-Exempt

SUMMARY: Performs a variety of manual and routine tasks in the general maintenance of the City’s street, sewer, storm drain and water facilities; performs related work as required. Work may be performed individually after the routine is learned.

ESSENTIAL DUTIES AND RESPONSIBILITIES: An employee in this class may be called upon to do any or all of the following: (these examples do not necessarily include all of the tasks the employee may be expected to perform.)

As a member of a crew, or individually, performs any of the following tasks: assists in laying and joining sewer and water pipelines; installs fittings, valves, and fire hydrants; taps and repairs water lines; opens, flushes, patches, lays, and cleans sewer lines and utility holes, catch basins, and other drainage facilities; installs, repairs, and reads water meters; performs minor maintenance, as directed, on vehicles and equipment; and reports damage to facilities.

As a member of a crew, or individually, participates in road repair, setting forms for curbs and gutters, unloading and spreading street surfacing materials, and related tasks.

Operates equipment such as a high-velocity sewer cleaner, backhoe, dump truck, loader, bulldozer, etc., as required.

Performs manual labor such as digging ditches, installing and maintaining street signs, removing obstacles and debris from roadway and adjacent areas, and hand-loading and unloading all types of material.

Drives to job sites, city facilities, vendors, training programs, and local and regional meetings as necessary.

SUPERVISION: Works under the supervision of an operations supervisor and may receive direction from a Utility Worker II. Supervision of other employees is not a responsibility of this position.

COMPETENCY: To perform the job successfully, an individual should demonstrate the following competencies:

Customer Service - Responds promptly to customer needs; Responds to requests for service and assistance.

Professionalism - Approaches others in a tactful manner.

Organizational Support - Follows policies and procedures.

Planning/Organizing - Prioritizes and plans work activities; Uses time efficiently.

Quality - Demonstrates accuracy and thoroughness; Looks for ways to improve and promote quality; Applies feedback to improve performance; Monitors own work to ensure quality; Looks for ways to improve and promote quality.
Quantity - Completes work in timely manner.
Safety and Security - Observes safety and security procedures; Determines appropriate action beyond guidelines; Reports potentially unsafe conditions; Uses equipment and materials properly.

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Language Skills: Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.

Certificates, Licenses, Registrations: Possession of, or the ability to secure the possession of within six months, a valid Oregon Commercial Driver's License, and First Aid and CPR certification.

Technical Skills and Abilities: Ability to follow oral and written instruction. Ability to perform strenuous, manual tasks and to withstand exposure to variable weather conditions. Ability to establish and maintain effective working relationships with other employees and the general public. Ability to perform tasks in a safe and efficient manner.

EDUCATION and/or EXPERIENCE: Experience in or general knowledge of general maintenance and construction work, and sufficient education to ensure the ability to read and write.

PHYSICAL DEMANDS AND WORK ENVIRONMENT: The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; stoop, kneel, crouch, or crawl and talk or hear. The employee is frequently required to climb or balance. The employee is occasionally required to sit and smell. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

While performing the duties of this job, the employee is regularly exposed to fumes or airborne particles and outside weather conditions. The employee is frequently exposed to moving mechanical parts and vibration. The employee is occasionally exposed to high, precarious places; toxic or caustic chemicals and risk of electrical shock. The noise level in the work environment is usually loud to very loud.