



## **POSITION DESCRIPTION AND QUALIFICATIONS**

### **Utility Person I**

Class:

Reports to: Operations Manager

Page 1 of 2

---

#### **GENERAL STATEMENT OF CLASS**

The Utility Person I is the first of four levels in the Utility Person series. Performs a variety of skilled and semi-skilled work in construction, repair and maintenance of water pipelines. Uses related mechanical and technical equipment. Reads meters and performs customer service activities. Works mostly as a member of a crew.

#### **ESSENTIAL DUTIES**

Assists with the installation and maintenance of water mains, fittings, valves, fire hydrants and meters. Operate of a variety of mechanical equipment driven by air, hydraulics, and electricity. Operation of heavy equipment including dump trucks, service truck, jack hammers and backhoes etc. Gathers meter readings for billing usage of customers. Performs utility checks on meters and water lines related to the operation and maintenance of water system.

Will perform any and all other duties as assigned.

#### **EXAMPLES OF WORK** *(Illustrative Only)*

- 1) Works as a crew member repairing, installing and establishing maintenance of water lines, meters, valves, and hydrants.
- 2) Performs heavy manual labor for extended periods of time often in unfavorable weather conditions.
- 3) Collects meter readings.
- 4) Operates heavy equipment and variety of other equipment including hand tools.

#### **KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED**

Possesses continued education and learning ethic. Skill in communication and interpersonal interaction with co-workers, property owners, contractors, and the general public. Ability to problem solve, in excellent physical condition. Requires excellent mechanical ability. Must have good arithmetic and writing skills.

#### **PHYSICAL REQUIREMENTS**

Positions in this class typically require driving vehicles or equipment to and from project sites, Work requires bending, kneeling and crouching, repetitive motions, reaching, standing, walking, grasping, talking, hearing and seeing.



**POSITION DESCRIPTION AND QUALIFICATIONS**  
**Utility Person I**

Class:

Reports to: Operations Manager

Page 2 of 2

---

Heavy Work: Lifting exerting up to 100 pounds of force occasionally, and/or 50 pounds of force frequently, and/or 20 pounds of force constantly to move and/or lift objects.

Positions in this class may be exposed to moving mechanical parts, electrical currents, vibrations, fumes, limited ventilation, chemicals, and seasonal outdoor temperatures, low-level lighting, work space restrictions and noises. Must be available for 7 day emergency standby duty.

**TRAINING, EXPERIENCE AND LICENSING REQUIRED**

High School Diploma or GED, Person must have a Valid Washington Driver's License and acceptable driving record. Employee must within 6 months from the date of hire obtain a Valid Washington Class A - CDL. Employee will need to obtain a Flagger Card within 12 months from date of hire. Employee will need to obtain a Competent Person Card within 12 months from the date of hire.

**NOTE:** The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the District.

All employees are subject to Drug Testing & Background checks.