



## Job Description

**Job Title:** Utility Installer/Repairman Trainee  
**Department:** Water and Sewer Department  
**Reports To:** Line/Lift station Foreman, Utility Line Maintenance Foreman or Reclaimed Water Foreman

### SUMMARY:

Constructs, maintains and makes repairs to all areas of the water and sewer systems.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** The following are not to be construed as an exclusive or all-inclusive listing of skills and abilities required to perform the job. Management may delegate other responsibilities as required.

- ) Installs, maintains, and repairs water taps, water lines, sewer lines, manholes and fire hydrants and all other associated apparatus and devices related to the distribution and collection system.
- ) Locates water and wastewater lines for preparing work sites and for outside servicers and contractors to protect City system lines from damage.
- ) Operates vacuum truck and excavation equipment.
- ) Inventories equipment, supplies and materials.
- ) Utilizes hand-held power and manual tools, such as air and gas-powered tools and equipment in the performance of duties (i.e. pipe wrenches, pipe cutters, saws, cement mixers, air compressors, tapping machines, pipe threaders).

*\*\*The City reserves the right to revise or change job duties as the need arises. This job description does not constitute a written or implied contract of employment*

**SUPERVISORY RESPONSIBILITIES:** None

### MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS:

High school diploma or GED. Requires a Florida valid driver's license and as a possible condition of employment, based on city vehicle insurance requirements, maintain no driving violations on or off the job. A valid Class 'A', Commercial Driver License is preferred. Must obtain a Level III Distribution System Operator License within in 12 months for date of hire.

### MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS QUALIFICATIONS:

Conducts inspections of assigned equipment to insure safe and proper operation, detects malfunctions and initiates corrective action.

May be required to work rotating assignments and be on call to respond to emergencies.

May be required to work overtime and/or different shifts when circumstances warrant as determined by the supervisor.

Must be able to work assignments and be on call to respond to emergencies.

Nature of work may require occasional physical exertion under varying weather conditions.

Should have training for vocational preparation in equipment operation or on-the-job training under the supervision of a skilled operator.

**PHYSICAL REQUIREMENTS:**

- ) Must be able to work in damp - wet confined unlighted spaces, e.g. manholes, trenches and wet wells.
- ) Nature of work may require occasional physical exertion under varying weather conditions.
- ) Must be able to don and wear self contained breathing apparatus and enter confined spaces with hazardous atmosphere to repair leaks, rescue personnel, etc.
- ) Must be able to exert over 100 pounds of force occasionally, or 50 to 100 pounds of force frequently, or 10 to 25 pounds of force constantly to lift, carry, push, pull or otherwise move objects. Physical demands are in excess of sedentary work; requires prolonged periods of standing, walking, and driving; must be able to perform manual labor. Requires full range of body motion in manipulation of limbs and torso.
- ) Capable of bending, stooping, kneeling, and digging
- ) Will work around hazardous rotating equipment, pumps, belts, pulleys, etc.;
- ) May be subject to a significant degree of danger or risk due to working in an environment with chemicals/toxic agents, confined spaces and vehicular traffic.

**DATA CONCEPTION:**

Must be able to operate and interpret readings of the following equipment:

Gas Detector, Leak Detector, Ground Penetrating Radar, Line Tracing Equipment, Valve Box Locating Equipment, Pressure Gauges and Flow meters.

**INTERPERSONAL COMMUNICATION:**

Requires the ability of speaking and/or signaling people to convey or exchange information; includes issuing and receiving assignments, instructions and/or directions. Requires the ability to tactfully and effectively interact with the public, with co-workers and state officials.

**LANGUAGE ABILITY:**

Must develop the ability to read a variety of technical data, policy and procedure manuals, codes, professional journals, etc. Requires the ability to prepare forms and reports using prescribed formats and adhering to all rules of grammar, spelling, diction and punctuation. Requires the ability to communicate effectively in Standard English. Must develop the ability to communicate with a broad array of individuals from various professional backgrounds (i.e. engineering, legal, biology).

**REASONING ABILITY:**

Requires the ability to apply principles of logical or scientific thinking to define problems, collect data, establish facts and draw valid conclusions; to interpret a variety of technical instructions in written, mathematical or diagrammatic form; to learn and understand relatively complex principles and techniques; to make independent judgments in absence of supervision; to acquire knowledge of topics related to primary occupation.

**MOTOR COORDINATION:**

Requires the ability to record and deliver information, to explain procedures, to issue and follow verbal and written instructions.

**INTERPERSONAL TEMPERAMENT:**

Requires the ability to deal with people beyond receiving instructions. Must be adaptable to performing under stress when confronted with frequent deadlines. Avoids violent behavior and any other types of behavior that could threaten the safety of other employees or the public.

**WORK ENVIRONMENT:**

Work in confined spaces with hazardous atmosphere.  
Transporting and handling hazardous chemicals

May be required to work under stress when confronted with immediate health hazard to the public or frequent deadlines.

**CERTIFICATES, LICENSES, REGISTRATIONS:**

Must have a high school diploma or GED; Must have a current and valid driver's license and as a possible condition of employment, based on City vehicle insurance requirements, maintain no driving violations on or off the job or CDL depending on type of equipment/vehicle one operates. Must obtain a Level III Distribution System Operator License within in 12 months for date of hire.

**SAFETY:**

Proper use of safety equipment and all safety gear as recommended by the manufacture or stated in the manufacture safety manual.

**CAREER DEVELOPMENT:**

All required license and certifications shall be kept current.

Maintain a continuing education to stay current on all state and federal regulations and guidelines and best available technology of treatment and distribution process.

Print Employee Name

Employee Acknowledgement

Date