



## UTILITY OPERATOR TECHNICIAN

Classification: Non-Exempt

Pay Range: \$22.12/hr-\$30.29/hr

### JOB DESCRIPTION

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#### Position Summary

Utility Operator Technician performs field activities related to the operation and maintenance of the District's water and sewer system. Responds to emergency related tasks. Operates water valves and hydrants of the distribution system and isolates mains. Conducts water quality investigations per customer request. Performs inspections on District system and service lines. Reports to Utility Operator Supervisor.

#### Supervisory Responsibilities

This position does not have supervisory responsibilities over other employees.

#### Essential Duties and Responsibilities

- Operate valves and hydrants on District system.
- Locating District utilities.
- Monthly meter reading, drive by system.
- Read non-potable water irrigation meters and wells weekly and submit readings to billing department.
- Perform customer profile and related analysis.
- Obtain final meter readings.
- Inspection of water and sewer installations and repairs, prepare inspection reports.
- Meter/yoke/remote change outs.
- Must be able to move meter pit lids up to 80 pounds.
- Must be able to ascend/descend ladders in vaults.
- Must be able to enter confined spaces.
- Maintenance of District property, equipment, and wells.
- On call after hours on rotating schedule, respond to emergency after hours calls.
- Physical labor is required to perform duties of this position.
- Annual inventory count.
- Pick-up/received parts.
- Post customer past due notices.
- Perform related work as required.

#### Minimum Requirements

- High School Diploma or GED

- Minimum 3 years of related work experience
- Holds and maintains clean driving record.
- Operates vehicles courteously and safely exercising defensive driving skills.
- Comply with OSHA safety standards dealing with open ditches, confined spaces, and general safety in the field.
- Must obtain water distribution class 1 certificate within 1.5 years after date of hire.
- Must obtain sewer collection class 1 certificate within 1.5 years after date of hire.
- Must obtain water distribution class 2 certificate within 2.5 years after date of hire.
- Must obtain sewer collection class 2 certificate within 2.5 years after date of hire.
- Any equivalent combination of certifications, education, or experience that provides the required skills, knowledge, and abilities for the position.

### **Skills/Competencies**

- Computer and applicable software skills.
- Plumbing and construction practices.
- Interpersonal relations.
- Customer service.
- Problem solving.
- Map reading.
- Organization and time management skills.
- Oral and written communication.
- Detail oriented.
- Ability to meet deadlines.
- Ability to work independently or with a team.
- Ability to identify and seek needed information.
- Ability to understand and follow directions.
- Punctual, reliable.
- Demonstrates a commitment to diversity, equity and inclusion.

### **Benefits**

- Medical Insurance
- Dental Insurance
- Life Insurance
- Paid Time Off
- Retirement Plan

Revised: February 2024