

JOB DESCRIPTION

Job Title: Secondary O&M Entry Level Worker

JOB SUMMARY:

Under the supervision of the Secondary Superintendent and/or Lead Worker, performs a variety of duties related to the installation, maintenance and repair of secondary water and distribution lines. Searches out shut-off valves, water line leaks, and assists in the maintenance of the secondary water systems to ensure proper and efficient provision of service to the public. This is a hands-on position. Will be working with Computers, SCADA, GIS Mapping, GPS & Metering software

TOOLS AND EQUIPMENT OPERATION:

Dump truck, backhoe, track hoe, tractor, mower and various hand and power driven tools used in the maintenance, repair and construction of the secondary system.

TYPICAL DUTIES:

1. Receives work assignments from the Secondary Supervisor and/or Lead Worker and works as part of a crew to accomplish most tasks.
2. Able to perform and accomplish work assignments given by the Secondary Supervisor and/or Lead Worker by one's self and in a timely manner.
3. Performs routine maintenance on small & large equipment, as well as hand/power-driven tools to ensure safe and dependable operation.
4. Knowledgeable of entire secondary water system in order to respond quickly to problems and emergencies.
5. Knowledge of all aspects of the companies Emergency Action Plan in order to identify, evaluate and respond to all emergency situations.
6. General maintenance, repair & installation of pumps, pump houses, PRV stations, underground piping & valves.
7. Knowledge & operations of SCADA, GIS mapping, GPS, meter software & other applications to operate and maintain the secondary system.
8. Works & communicates closely with cities, contractors, developers, various agencies, and the general public to improve and maintain good relations.

9. Required to work scheduled on-call nights and weekends up to, but not limited to a week at a time.
10. Must have good driving record and valid Utah State Driver's License.
11. Performs other duties not listed and assigned.

Minimum Qualifications:

1. Education and Experience:

- Two years' experience related to the water systems & above duties.
- High School Diploma or GED
- Current Utah State Class D Driver's License (A Class A license with no restrictions is required for employment and must be obtained within 6 months' from hire date as part of employee's probation. If not obtained by or prior to employees 6-month probation date it will be cause for dismissal.)

2. Necessary Knowledge, Skills, and Abilities:

Knowledge:

- Considerable knowledge of the methods, materials and equipment necessary for the maintenance, repair and construction of facilities.
- Basic computer knowledge
- Basic concrete knowledge

Skill:

- Skilled in operating light and heavy equipment.
- Skilled in hand & power-driven equipment/tools.
- Basic concrete finishing and carpentry

Abilities:

- Able to perform heavy physical labor, lifting over 90 LBS and to work effectively as a member of a crew.
- Able to communicate verbally and in writing with the public and other entities and to maintain a good working relationship.
- Able to respond to verbal or written instructions.
- To be self-motivated to perform duties without constant supervision.

Salary \$20.39