

CITY OF GLENDALE

TITLE:	Utility Locator	CLASS CODE:	973
REPORTS TO:	Utilities Supervisor	GRADE:	18
DEPARTMENT:	Utilities	FLSA:	N
JOB SPECIFICATION DATE: May 9, 2012 kad			

JOB SUMMARY

Performs skilled work in locating and marking underground water and sewer lines using maps, blueprints and metal detectors.

ESSENTIAL FUNCTIONS

1. Locates and marks underground city water and sewer lines in accordance with state statutes regulated by the Arizona Corporation Commission.
2. Reads quarter-mile section maps, as-builts and blue prints; marks accurate locations with paint; coordinates changes and corrections with engineers.
3. Responds to emergency calls from contractors and private citizens when unknown utility is located; identifies utility and notifies contractor or citizen.
4. Assists other departments in location of water and sewer lines.
5. Organizes, prioritizes and routes the blue stake requests and determines if a greater section needs to be located once the contractor begins digging.
6. Contacts the Engineering Department for updated information on new plans and visits construction sites of new mains and services to update the available database.
7. Contacts the local Blue Stake Office to receive requests for locations from contractors or other valley utilities.
8. Reviews and monitors the work of the contractors in reference to their hitting or damaging a city-owned utility during excavation.
9. Acts as a lead stand-by representative for Utilities Department for after hours emergency services as required; assists meter shop in turning water service on or off; responsible for after hours utilities repairs.
10. Verifies and measures water service relocations and provides information to crew leader.
11. May attend pre-construction conferences to exchange information or explain blue stake policy.
12. Performs other related duties as assigned.

KNOWLEDGE, SKILLS, ABILITIES

Knowledge of:

Arizona State statutes and regulations on blue staking
Public works or utility construction methods, techniques and practices
Hazards and safety precautions associated with working in the streets
Utility industry Blue staking practices and procedures

Ability to:

Use personal computer with database software to complete bluestake requests, viewing quarter section maps determining locations of City owned underground water, wastewater and reclaimed water facilities
Read and interpret maps, blueprints and "as-built" plans
Make precise decision regarding location of markings
Carry out oral and written instructions
Deal effectively and courteously with private contractors and the general public

WORKING CONDITIONS

Work involves entering confined spaces, extensive walking, bending and climbing into vaults. Work is performed in traffic and in various weather conditions. Moderate exertion and occasional exposure to hazardous materials or conditions.

MINIMUM QUALIFICATIONS

Two years of experience in water and sewer construction, blue staking or a related field.

Any equivalent combination of training and experience, which provides the required knowledge, skills, and abilities, is qualifying.

SPECIAL REQUIREMENTS

AZ Class A Commercial Driver's License with Tanker (N) endorsement is required within 90 days of hire

Ability to operate a personal computer using database software

Occasional callback or stand-by duty

Applicants will be required to undergo drug testing prior to employment and will be subject to further drug and alcohol testing throughout their period of employment in accordance with the City of Glendale Substance Abuse policy

ADEQ Grade 1 Water Distribution System Operator Certification or Grade 1 Wastewater Collection System Operator Certificate is required within six (6) months of hire