

**CITY OF GLENDALE**

<b>TITLE:</b> Utility System Tech II	<b>CLASSCODE:</b> 988
<b>REPORTS TO:</b> Various	<b>GRADE:</b> 20
<b>DEPARTMENT:</b> Various	<b>FLSA:</b> N
<b>JOB SPECIFICATION DATE:</b> July 1, 2005 cm	
<b>Lift Requirement: 80 lbs</b>	

**JOB SUMMARY:**

Performs skilled construction, maintenance and repair work in an assigned area of utilities systems. May provide lead or lead expert supervision over other workers.

**ESSENTIAL FUNCTIONS:**

1. May provide lead expertise or lead supervision over a small work crew.
2. Installs, tests, maintains and repairs water mains, sewer mains, services, valves, fire hydrants and meters.
3. Taps water and sewer mains and installs water services and meters when new service is requested; checks flow rates and tests pressure.
4. Constructs and maintains large meter vaults and manholes; raises, rebuilds, pumps and vacuums manholes.
5. Excavates job sites and restores job sites to pre-work condition.
6. Sets up, operates and maintains closed circuit television monitoring of sewer lines
7. Hydro-cleans sewer lines to remove obstacles; uses chemicals for roach and pest control.
8. Maintains wells; dismantles well sites.
9. Maintains daily records including confined space entry and gas monitoring.
10. Assists, collects and delivers Bacti samples.
11. Assists and monitors the various contracts administered by the Wastewater Collection division. Some of the work is routinely performed during the nighttime hours.
12. Operates various light, medium and heavy equipment.
13. Notifies residents and business of work being performed; responds to questions from citizens.

**SECONDARY FUNCTIONS:**

14. May perform data entry work.
15. Performs other related duties as assigned.

**KNOWLEDGE, SKILLS, ABILITIES:**

**Knowledge of:**

- Rules, regulations, policies and procedures relating to area of assignment.
- Materials, tools, equipment, safety hazards and precautions common to the assigned area of responsibility.
- Confined space entry procedures.
- Blue stake laws and underground utility identification practices.

Computers and applicable data management and maintenance programs for area of responsibility, if required.

Lead supervisory skills

Effective customer service skills.

**Ability to:**

Make assignments, instruct, and lead the work of subordinate employees.

Read and understand blue prints, maps, and bluestaking procedures.

Deal courteously with the public and answer citizen questions.

Safety barricade work sites; understand and follow safe working practices.

Determine what equipment, tools, manpower and materials will be needed to complete assigned projects.

Operate light, medium, and heavy equipment; perform maintenance and minor repairs on it.

Complete reports and logs and enter and retrieve computer data.

Keep accurate documentation of confined space entry and gas monitor readings.

Operate and understand atmospheric sensing devices.

**WORKING CONDITIONS:**

Work involves heavy digging, heavy lifting, extensive walking, bending, standing and crawling up and down trenches and in water/wastewater filled holes and confined spaces. Exposure to heavy traffic, hot weather, insects, hazardous materials, pesticides and herbicides, and gases.

**MINIMUM QUALIFICATIONS:**

High school education and three years of experience in construction, maintenance, and repair work and/or in the operation of light, medium, and heavy equipment relative to the area of assignment.

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

**SPECIAL REQUIREMENTS:**

Requires a Commercial Driver's License and endorsements.

Will be subject to call back, stand-by duty and rotating shifts.

Some positions require Arizona Restricted Use Pesticide Certification.

Some positions require Work Zone Certification and Barricading Certifications.

Some positions require Course Certificate and state certificates in self-contained breathing apparatus and hazardous chemical handling.

Requires A.D.E.Q. Grade 2 Water Distribution or Grade 2 Wastewater Collection Certification, dependent on assigned work area.

Competent Person Certifications in specific assigned work areas.

Confined space entry certification.

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.