

MAJOR FUNCTION

This is skilled work performing a variety of maintenance, construction, repair, or location tasks in a utility function, as is appropriate for the utility to which the position is assigned. An employee in this class facilitates the daily work schedule and work orders in the section or responsibility area. Work is performed in accordance with established policies and procedures and decisions are made within the scope of specific assignments. Assignments are received in oral and written form and work is subject to frequent review and inspection by a supervisor.

ESSENTIAL AND OTHER IMPORTANT JOB DUTIES**Essential Duties**

May direct one or more subordinates and participates in the daily work routine for the section. Installs conduit, ground rods, and other electrical equipment. Pulls wire/conductors and control cables. Performs groundwork in construction and maintenance areas, including substations, overhead electric facilities, underground electric facilities. Performs building, grounds and equipment maintenance work. Organizes work orders and the daily work schedule of the section to maximize work performance. Drives a service truck in an assigned area and has responsibility for equipment and tools maintained on the truck. Maintains a safe work site. In response to work orders or customer complaints, digs up, repairs, or replaces leaking or broken water meters and appurtenances. Replaces water meters and installs by-pass for scheduled outages. Performs routine line flushing on a weekly/daily basis, as needed. Uses a gauge to check water pressure. Constructs and maintains gas mains and services. Applies coating to gas lines to obtain cathodic protection. Wraps pipe with insulation. Uses instruments to check for proper installation and anodes. Uses various specialized equipment such as anodes, test leads, test lead boxes, and jumpers. Purges gas lines of air to prevent explosion. Repairs gas lines. Repairs gas meters. Cuts and lines up pipe for a welder to join. Maintains files and logs pertaining to water meters. Tests water meters on site or at the meter shop, as is applicable, to verify accuracy. Cleans, paints and checks meters before they are returned to the field. Purchases meters from warehouse. Operates sewer cleaning equipment, including mechanical rod trucks and high pressure sewer flush trucks, with responsibility for meeting routine sewer cleaning schedules, responding to and removing emergency sewer stoppages, directing one or more helpers, and filing reports on all sewer cleaning activities. Communicates directly with sewer customers regarding stoppages, which affect them, and authorizes initial clean up when a sewer back-up damages private property. Maintains and repairs wastewater treatment plant equipment. Performs related duties as required.

Other Important Duties

Takes measurements, calculates flows using Hazen-Williams formula and submits reports. Fills in as needed for locator technicians, which involves use of electronic location devices and extensive driving. Performs stand-by/call back duty as required. Keeps meter shop clean. Facilitates traffic control for on-site electrical construction/maintenance work. Performs related duties as required.

DESIRABLE QUALIFICATIONS**Knowledge, Abilities and Skills**

Considerable knowledge of the methods, tools, equipment, and materials used in the maintenance, repair, and construction of daily work activities of the operation. Considerable knowledge of the standard tools and practices used in the operation, the occupational hazards and necessary safety precautions applicable to the work. Ability to plan, organize, and train one or more subordinates. Ability to understand and transmit oral and written instructions, keep simple records and make simple reports. Ability to work from sketches, blueprints and drawings. Ability to read field notes. Ability to understand and carry out oral and written instructions. Ability to work during inclement weather conditions. Skill in the use and care of pertinent tools and equipment.

Minimum Training and Experience

Gas and Water Utility: Possession of a high school diploma or an equivalent recognized certificate and two years of maintenance, construction or repair experience that includes mechanical repair and installation, or two years of experience that includes utility distribution or collection. Directly related work experience may be substituted on a year for year basis for the required education.

Electric Utility: Possession of a high school diploma or an equivalent recognized certificate and two years of electrical maintenance, construction or repair experience requiring the use of mechanical skills, or three years of general maintenance, construction or repair experience requiring the use of mechanical skills. Directly related work experience may be substituted on a year for year basis for the required education.

Necessary Special Requirements

In accordance with the designation for positions assigned to this class, incumbents must, at the time of appointment:

Possess the appropriate State Commercial Driver's License (CDL) and endorsement(s); or

Possess a CDL permit and obtain the appropriate CDL and endorsement(s) within 60 calendar days from the date of appointment, as a condition for continued employment; or

Possess a valid Class E State drivers license and obtain a CDL permit within 60 calendar days from the date of appointment and obtain the appropriate CDL within 120 calendar days from the date of appointment, as a condition for continued employment; or

Possess a valid Class E State driver's license.

For designated positions allocated to this class and assigned to Underground Utilities, must possess at the time of appointment a valid Water Distribution System Operator Level III license in accordance with the Florida Department of Environmental Protection regulations, or a valid Wastewater Collection Class C license, as designated for the position, and maintain the license as a condition of continued employment in the position.

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