



**ORGANIZATION:** City of Clatskanie

**LOCATION:** Clatskanie, OR

**DEPARTMENT:** Public Works

**DATE:** May 2017

**JOB TITLE:** Utility Worker I

**CLASSIFICATION:** Range 8

**SALARY RANGE:** \$3,276 To \$4,181 per month

### **PURPOSE OF POSITION**

The person in this position is primarily responsible for the day to day operation, maintenance, and repair activities of the water distribution and street systems. The Utility Worker also performs maintenance and repair work for the sewer collection system and at the water and wastewater treatment plants on a more limited basis. The Utility Worker takes day to day direction from the Public Works Foreman. This position is represented by the Chauffeurs, Teamsters, And Helpers Union, Local 58.

### **ESSENTIAL JOB FUNCTIONS**

Performs maintenance on existing and installs new water, sanitary sewer and street systems facilities. The employee is assigned to in-house projects and operates the backhoe, dump truck, and other City equipment.

The employee is assigned to patching potholes, maintaining storm lines and storm drains, sanding City streets during inclement weather, mowing and maintaining road side shoulders, maintaining sidewalks and walkways, etc. and operates all City-owned light and heavy equipment.

Needs a basic understanding of the operations of a conventional filtration water treatment plant and activated sludge wastewater treatment plant. The employee may be required to perform monitoring and simple laboratory functions during weekend shift duty. If abnormal situations arise, the employee immediately contacts the Water or Sewer Plant Operators, Public Works Foreman or Public Works Director.

Occasionally takes direction from the Water or Sewer Plant Operators and performs maintenance and repair to the water distribution and sewer collection system, water treatment plant, and wastewater treatment plant.

The employee also assists the Public Works Foreman with the inspection of work performed by contractors on large capital improvement projects



The opportunity exists for a Utility Worker I to progress to a Utility Worker II (maximum range classification 11) upon obtaining the appropriate certifications, experience, training and performance objectives as coordinated with the Public Works Foreman and Public Works Director.

## **JOB QUALIFICATION REQUIREMENTS**

### **Knowledge**

Thorough knowledge of the materials, methods, maintenance, and operation of water distribution, sewer collection, street network, and stormwater systems and able to perform the essential job functions described.

### **Experience and Training**

High school diploma or equivalent and three years relevant experience as described in the essential job functions.

### **Special License Requirements**

Valid driver's license.

### **Desirable License Requirements**

A Level II Water Distribution, Level II Water Treatment, Wastewater Collection I, and Wastewater Treatment I certifications in the State of Oregon.

## **PHYSICAL DEMANDS OF THE POSITION**

While performing the duties of this position, the employee may be standing or sitting for a majority of the work day. The employee will have to bend, stoop, and reach and manipulate controls and hand tools from awkward positions. The position requires average mobility.

Duties involve moving objects up to ten pounds on a regular basis and lifting objects weighing as much as fifty pounds above the head or away from the body on an occasional basis.

## **WORKING CONDITIONS**

The employee will work primarily in the outdoors and be exposed to all types of inclement weather.

## **SUPERVISORY RESPONSIBILITIES**

None.



### **SUPERVISION RECEIVED**

Works under the general supervision of the Public Works Foreman regarding the day to day operations of the water distribution and street systems and related facilities. All other supervisory functions, including discipline, vacation scheduling, etc., are supervised by the Public Works Director.