

## UTILITY MAINTENANCE MECHANIC

### General Statement of Duties

Performs responsible unskilled and semi-skilled work in the installation, replacement, repair and preventive maintenance of water and sewer lines and appurtenances.

### Distinguishing Features of the Class

An employee in this class performs a wide variety of unskilled and semi-skilled work as a member of a crew engaged in the construction, installation and repair of water and sewer lines and appurtenances. Work involves the replacement and repair of water and sewer pipes to specific grade and depth, and back filling and compacting the site. Work also includes making taps to water and sewer mains, installing hydrants, meters, and valves, and making repairs to the water and sewer system including residential sewer pumps and assisting with sewer lift station maintenance and repair. Employees are subject to working in both inside and outside environments, in extreme hot and cold weather, and exposure to various hazards such as loud noises, vibration, moving mechanical parts, electrical current, chemicals, fumes, odors, dusts, mists, gases, poor ventilation, and oils. Work is also subject to the final standards of OSHA on blood borne pathogens. Employees are subject to on-call and call-back work. Work is performed under regular supervision and is evaluated through observation and inspection for adherence to instructions and standard trade and safety practices. This position has been deemed Safety Sensitive.

### Duties and Responsibilities

#### Essential Duties and Tasks

Assists with laying water and sewer pipe; repairs and replaces sewer and water lines, meters, hydrants, meter vaults, valves, and related facilities.

Performs maintenance, repair and replacement to residential sewer pumps and assists with sewer lift stations; cleans and repairs pumps and motors; re-packs pumps; replaces floats; diagnoses and makes minor repairs and assists with major repairs; operates equipment to pump out lift and pump stations.

Assists with and installs, services and tests water meters and meter yokes; makes water and sewer taps.

Assists with the operation of sewer rodder and/or jet machine to unstop sewer lines and/or clean out catch basins.

Participates in the maintenance and repair of streets and sidewalks; patches asphalt; performs construction and maintenance of storm water collection systems.

Participates in hydrant and valve exercising and maintenance programs.

Installs hydrants, meters, valves, clamps, and related pipeline apparatus; sets meter boxes; repairs and replaces fire hydrants.

Reads meters, connects and disconnects water service, and performs other related water and sewer system tasks.

Drives and/or operates a variety of trucks and medium equipment including crane and bucket trucks; may drive heavy equipment to worksites or use for loading materials for transport.

Performs a variety of building and other maintenance tasks including painting, carpentry, plumbing; mows using tractor with side arm on level rights of way as needed.

Completes work order forms.

### Additional Job Duties

Performs other related tasks as required.

### Recruitment and Selection Guidelines

#### Knowledge, Skills, and Abilities

Working knowledge of the tools, materials and equipment used in the installation, replacement, maintenance and repair of utility lines.

Working knowledge of a variety of maintenance and manual methods and tasks involved in the installation, maintenance, repair and replacement of utility lines and appurtenances.

Working knowledge of the use of common hand and power tools.

Working knowledge of the safe use and operation and preventive maintenance of common automotive and mechanical equipment.

Working knowledge of the municipal water and sewer service policies and procedures.

Ability to communicate effectively and understand and follow oral and written instructions.

Ability to establish and maintain effective working relationships with supervisors, co-workers and the public.

Ability to read utility line maps and operation and service manuals.

Ability to operate medium sized trucks and construction equipment.

Ability to complete simple reports.

#### Physical Requirements

Must be able to physically perform the basic life operational functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, feeling, talking, hearing, and repetitive motions.

Must be able to perform very heavy work exerting up to 100 pounds of force occasionally; 50 pounds of force frequently; and 20 pounds constantly.

Must possess the visual acuity to operate mobile equipment such as loaders and dump trucks in a safe manner to fit pipes and other parts, read gauges, and make written records.

#### Desirable Education and Experience

Graduation from high school and experience in construction-related utility work; or an equivalent combination of education and experience.

#### Special Requirements

Possession of valid North Carolina driver's license.

May require ability to obtain grade C Water Distribution and/or grade I Wastewater Collection certifications within timeframe established by the Town. May require Pesticide License.