



JOB TITLE: UTILITY MAINTENANCE I

DEPARTMENT: PUBLIC WORKS

JOB CLASS NUMBER: 6140

DIVISION: SEWER

REVISION DATE: 08/14/2023

Dean Y. Benton
Acceptance – Department Head

DEFINITION/DISTINGUISHING CHARACTERISTICS OF JOB:

Workers in this position will receive close supervision initially and are expected to be able to perform a variety of tasks without direct supervision after an appropriate period of time. The Utility Maintenance I assists with the maintenance, repair and inspection of the sewer and water system. There are no supervisory duties.

EXAMPLES OF DUTIES:

- Under supervision, performs maintenance, repair, service and cleaning of water, sewer and storm water assets.
- Moves debris, dirt, or other material from one place to another.
- Works in trenches, manholes and construction sites.
- Installs sewer and water lines and repairs leaks.
- Installs, adjusts, and repairs manholes, manhole castings and covers, clean-cut boxes.
- Removes and replaces manhole covers.
- Assists with the maintenance & operation of pump stations.
- Sets up barricades, traffic cones and directs traffic.
- Performs other duties as described by supervisor.

SPECIAL REQUIREMENTS:

- Able to climb into and out of trucks.
- Able to climb up and down ladders.
- Able to work outdoors in extreme weather conditions with exposure to the elements.
- Able to work in small, cramped or confined spaces.
- Able to perform heavy manual labor including, but not limited to, lifting, shoveling, boding, twisting, pulling, squatting, and crawling.
- Available to perform after hours and weekend Call Out as required.
- Must maintain cooperative working relationships with other City employees.

TRAINING AND EXPERIENCE:

- Must have a high school diploma or GED from an accredited institution

KNOWLEDGE, SKILLS AND ABILITIES:

- Able to read, write, and speak the English language at a High School graduate level.

- Able to understand and follow oral and written directions.
- Able to work with tools such as, but not limited to, picks, shovels, axes, saws and pry bars.
- Able to operate motorized equipment as necessary. Examples of equipment include, but are not limited to, work trucks, dump trucks, chop saws, chain saws, generators, jack hammers, tapping machines, and pumps.
- Able to use portable and truck radios according to FCC guidelines.
- Observes safe workplace practices.

LICENSES AND CERTIFICATES:

- Must possess and maintain a valid Louisiana Driver's License of the appropriate class
- Must obtain a Louisiana Class 1 certification within twenty-four (24) months of employment. Certification must be maintained while employed.

Note: Specific Louisiana certifications are related to the division where you work

- Sewer Department - requires Wastewater Collections certification
- Water Department - requires Water Distribution certification
- Water Pollution Control - requires Wastewater Treatment certification

INTERNAL POSTING PERIOD: 9/7-9/20/23

Position posting goes public after 10th day.