



# UTILITY WORKER I

## CLASSIFICATION SPECIFICATION

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**FLSA STATUS:** Non-Exempt

**BARGAINING UNIT:** General

### **JOB SUMMARY**

Under close supervision, to perform semiskilled and unskilled work in the installation and repair of water main and service lines and meters; to perform a variety of routine maintenance and repair work; to transport and/or operate heavy equipment, as assigned; to perform standby duties subject to all conditions as established in the District's Rules and Regulations, as assigned; and to do related work as required

### **DISTINGUISHING CHARACTERISTICS**

This is the entry-level classification in the Utility Worker series, which is responsible for performing all daily activities in the installation and repair of main and service lines, meters, valves, and related equipment. The Utility Worker I is distinguished from the Utility Worker II in that the Utility Worker II has a greater level of independence, maintains a California Department of Health Services D-1 Distribution certificate, and performs some lead worker duties.

### **WORK SCHEDULE**

Irregular or extended work hours: Occasionally required to change working hours or work overtime.

### **EXAMPLES OF DUTIES AND RESPONSIBILITIES (ILLUSTRATIVE ONLY)**

**Duties may include, but are not limited to, the following:**

- Participates in the installation and repair of main and service lines, meters, valves, and related equipment.
- Keeps truck stocked with parts and materials.
- Drives service and dump trucks.
- Transports and operates vacuum trailers/units, road boring machine, roller vibrator, tamper, jackhammer, pipe threader, and cutter.
- Installs pipe and meters.
- Assists in digging, backfilling, and repairing roads and pavement.
- Provides traffic control for installation and repair sites, as needed.
- Repairs damaged pipe by replacement or with clamps or plugs.
- Installs valves and hydrants.

- Assists in construction and maintenance work of District property.
- Assists in general yard and shop work.
- Learns and follows District policies and procedures.
- Responds to emergency repair requests.
- Performs related duties and assignments as directed.

**Knowledge of:**

- Broad overall District operations including water delivery and distribution system.
- Applicable District policies, regulations, and standard operating procedures used in the installation, operation, and maintenance of water treatment, storage, distribution systems, and/or facilities.
- Motor vehicles, including cars, trucks, and/or heavy equipment engines, parts, and systems, including their designs, uses, repair, and maintenance.
- Materials, methods, and the appropriate tools to install, maintain, or repair pipelines, pipe systems, and fixtures for water treatment, storage, and distribution.
- Methods and materials used in water line installation and repair.
- Concepts, principles, theories, and methods to identify, control, mitigate, and eliminate safety hazards in the design and use of facilities, equipment, operations, and work processes.

**Ability to:**

- Work with clients, customers, and external stakeholders, and the public to assess their needs, provide information or assistance, establish and maintain relationships, resolve their problems, or satisfy their expectations; understand and apply District practices, policies, and services; provide quality services.
- Express information to individuals or groups effectively, considering the audience and nature of the information; make clear oral presentations; listen to others, , responding appropriately.
- Use applicable computers, software applications, databases, telephones, other office equipment and automated systems to accomplish work.
- Follow oral and written directions.
- Bend, lift, climb, stand, and walk for long periods of time; ability to perform moderately heavy laboring work, often in inclement weather.
- Demonstrate regular and predictable attendance.
- Ability to operate hand and, power tools and equipment needed in the repair, maintenance and replacement of district infrastructure.

**MINIMUM QUALIFICATIONS**

**Education and Experience:**

Any combination of education, experience, and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

**Education:**

High school diploma or the equivalency thereof sufficient to assure the ability to read and write at the level required for successful job performance.

**Experience:**

One (1) year of experience in general construction work.

**Required License, Certificate or Training:**

- Possession of an appropriate California Class C drivers license issued by the State Department of Motor Vehicles. The District may require employee to obtain a California class A license during employment at the District's cost. Possession and proof of a good driving record as evidenced by freedom from multiple or serious traffic violations or accidents for at least a two (2) year duration. The driving record will not contribute to an increase in the District's automobile rates.

**WORK ENVIRONMENT**

The work environment characteristics described below are representative of those an employee encounters while performing the essential functions of this job. Upon request, reasonable accommodation may be provided to enable individuals with disabilities to perform the essential functions of the job.

- Exposure to the sun: 50% to 100% work time spent outside a building and exposed to the sun.
- Work above floor level: Some work done on ladders or other surfaces from 4 to 12 feet above the ground.
- High temperature: Considerable work time in hard manual labor in temperatures between 80-105 degrees.
- Low temperature: Some work time in hard manual labor in temperatures between 10-32 degrees.
- Humidity: Work in areas with unusually high humidity.
- Wetness: More than 10% of the work time getting part or all the body and/or clothing wet.
- Noise: Occasional unusually loud sounds.
- Slippery Surfaces: Occasional work on unusually slippery surfaces.
- Oil: Some parts of the body in contact with oil or grease occasionally.
- Dust: Works in or around areas with minor amounts of dust.

**PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by the employee to successfully perform the essential functions of this job. Upon request, reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.

- Regularly required to use hands and fingers to handle or feel.

- Frequently required to operate a motor vehicle, heavy equipment and/or hand tools in performance of job duties.
- Frequently required to talk, hear, and to sit and reach with hands and arms.
- Frequently required to stand, walk, climb, traverse uneven surfaces, balance, stoop, kneel, crouch, or crawl.
- Frequently required to carry, push, pull, reach, grasp, and lift equipment, parts, and materials weighing up to 50 lbs. daily, up to 100 lbs. weekly.
- Hearing within normal range
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

HISTORY:

- Revision date: August 2011, September 2023
- Approval/Adoption date: December 18, 2024