

# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

## UTILITY WORKER II

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DEPARTMENT: WATER/WASTEWATER

FLSA OVERTIME STATUS: NON-EXEMPT

BARGAINING UNIT: OPERATING ENGINEERS LOCAL 3

APPROVED BY BOARD OF DIRECTORS - 02/16/05

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**SUMMARY:** Performs a variety of skilled and semiskilled routine duties in the construction, repair, and maintenance of water distribution and collection systems; drainage system maintenance; buildings and grounds maintenance; installation, maintenance and repair of water service lines and meters; to operate a variety of light and moderately heavy equipment; and to perform other related duties as required.

**SUPERVISION:** Receives direct supervision from the Utility Supervisor.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

- Performs a variety of skilled and skilled laboring tasks in the construction and maintenance of water distribution and collection systems, drainage system, roads, pipelines and other District facilities;
- maintains districts open channels and ditch systems; applies herbicides, pesticides and fertilizers;
- investigates customer complaints related to water, wastewater and drainage system operation; reads residential and commercial meters;
- works in or around hazardous electrical panels and equipment; assists operations staff as needed;
- observes variations in operating conditions and makes appropriate adjustments;
- reads residential and commercial meters; enters data into computer;
- updates and maintains daily shift log;
- operates backhoe, dump truck, jetting unit or other equipment;
- performs a wide variety of maintenance work according to District needs.

**DISTINGUISHING CHARACTERISTICS:**

This is the Journey level position in the Utility Worker series. Incumbents in this class work under supervision in any of the work areas specified in the definition above. They are expected to perform all types of skilled and semi-skilled tasks in the repair and maintenance of District water distribution and collection systems and related buildings, grounds and facilities. Incumbents will be assigned specific duties according to the District's needs and the individual's ability. In any of these assignments, incumbents operate a variety of power driven equipment and tools utilized in basic construction and maintenance activities.

**QUALIFICATION REQUIREMENTS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Ability to perform a variety of unskilled and semiskilled work in construction, repair and maintenance tasks. Operate effectively a variety of light and moderately heavy mechanical equipment. Skillfully use hand and power tools. Perform strenuous manual labor. Read and write at the level required for successful job performance. Follow written and oral instructions. Oversee the completion of tasks and projects independently. Work unusual shifts, weekends, evenings, and holidays when required. Establish and maintain cooperative working relationships.

**EDUCATION AND/OR EXPERIENCE:**

Any combination of training and experience, which would likely provide the required knowledge and ability, is qualifying. A typical way to obtain this knowledge and ability would be either:

Minimum Education: High School diploma and/or equivalent.

One year of experience as a Utility Worker I with Rancho Murieta Community Services District; *or*

Two years of general laboring work involving repair and maintenance of water distribution and collection equipment, grounds, facilities and systems.

**CERTIFICATES, LICENSES, REGISTRATIONS:**

Possession of the category of California Driver's license required by the State Department of Motor Vehicles to perform the essential duties of the position. Continued maintenance of a valid driver's license, insurability, and compliance with established District vehicle operation standards are a condition of continuing employment.

Possession and maintenance of a Water Distribution 1 Certificate issued by the California

Department of Health Services within 18 months of entering this position is required.

Possession of Grade 2 or higher Water Distribution Operator certificate is highly desired.

**PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear.

The employee must frequently lift and/or move up to 75 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

**WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee frequently works in outside weather conditions and is frequently exposed to wet and/or humid conditions. The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to toxic or caustic chemicals and vibration, risk of electrical shock.

The noise level in the work environment is usually loud.

**COMMENTS:**

Employees appointed to positions in this class are required to be neatly groomed as needed to wear respiratory protection or other safety equipment.