

BANGOR WATER

POSITION DESCRIPTION

JOB TITLE: Utility Worker

DEPT: Construction

JOB TYPE: Full-time employee, Hourly

GENERAL DESCRIPTION: Serves as laborer for the District.

DUTIES:

Operates various equipment, including dump and pick-up trucks, street saw, shovels, jack hammer, pipe saw, mud suck pump, and related attachments in effecting the general maintenance, repair and installation of water lines.

Hauls, dumps and shovels crushed stone, sand, dirt, and asphalt from trucks using appropriate equipment. Maintains traffic control, and sets signs, cones, and barricades to alert motorists and provide safety for fellow workers.

Digs ditches, repairs and/or replaces pipes, refills ditches, patches roads and sidewalks, and cleans worksite as needed, including loaming, seeding, cold patching, and tarring. Raises boxes and manhole covers to grade.

Accesses and completes required documentation (paper and electronic).

Loads pick-up trucks and pipe trailers with appropriate equipment and supplies. Ensures appropriate equipment and machinery is available at work site.

Regularly checks vehicles and equipment to ensure proper fluid levels and mechanical operation.

Maintains grounds surrounding office, shop area, and other District properties.

Serves on regular rotation for weekend and holiday coverage as directed or required. Responds for emergency duty as required.

Attends safety, training, and other department meetings as required.

Performs related duties as assigned.

REQUIREMENTS:

Education: high school diploma or equivalent required.

Experience: Experience in the installation of water or wastewater distribution piping is preferred.

Licenses: Possess Maine Class B driver's license or obtain Class B license within of year of hire. Within two years of hire, obtain a Maine operator license for a Class II Distribution System.

Must be insurable for assigned job functions by District's insurance carrier, able to legally operate assigned vehicles, and able to obtain clearance for state and federal security badges (i.e. Airport).

Skills and Knowledge: Working knowledge of and skill to install and repair water pipes using proper chemicals, equipment, and procedures.

Basic knowledge of the use of light equipment, including K-12 saw, jack hammer, vibrator compactors, hand tools, and portable pumps. Working knowledge of safety precautions for working in or around various work sites using vehicles and equipment, including ability to operate equipment in confined areas and during varied weather conditions.

Ability to follow written and verbal instructions and documentation. Ability to prepare and submit accurate documentation (paper and electronic), including time cards, stock sheets, work slips, and equipment records.

Basic knowledge of water treatment and distribution systems.

Familiarity with streets within BWD's service area, and ability to read and understand related maps. Ability to use maps and records (paper and electronic) to locate District facilities, particularly for repairs and emergency shutdowns.

Ability to deal with co-workers, customers, and members of the general public in a courteous, effective and tactful manner.

Ability to receive verbal and written assignments and instructions from crew supervisor. Performs duties under general directions and periodic supervision. Responsible for maintaining and operating equipment in an appropriate and safe manner.

RESPONSIBILITIES:

Directly responsible for the safe and effective work crew operation of a wide variety of vehicles and equipment under moderate supervision. Specialized instructions and clarifications are given in regard to unusual or difficult assignments. Majority of work is reviewed in progress or upon completion to ensure proper work sequences and adherence to instructions. Care and skill is required in the operation of trucks and heavy equipment to ensure safety of self and others, and to protect public property.

PERSONAL WORK RELATIONSHIPS:

Supervises: No supervisory responsibilities

Reports to: Construction Supervisor, Assistant Construction Supervisor, and Crew Supervisor

Maintains contact with supervisors, co-workers, vendors, customers, contractors, representatives of other utilities and governmental jurisdictions, and members of the general public.

WORK ENVIRONMENT:

Work location: 614 State Street, Bangor, and throughout the distribution system.

Performs duties which require frequent bending, lifting, pushing and/or pulling of equipment and tools. Required to remain standing and working for long periods of time, and is exposed to jolting, bumping, and vibrations when operating equipment.

Performs majority of duties out-of-doors, in varying weather conditions, and is periodically exposed to excessive noise, dirt, dust, and vehicle and equipment fumes. Safety precautions must be used at all times to avoid injury to self and others.

ADDITIONAL JOB REQUIREMENTS:

Ability to: perform manual labor; operate various small hand and power tools; legally operate District vehicles and heavy equipment including those requiring Maine Class B driver's license; assigned District vehicles; work in accordance with the District's safety program, including in confined spaces; respond to emergencies at all hours and in all weather conditions; ability to lift 50 lbs.; learn and perform CPR and First Aid; live within 30 miles of the Bangor city limits; serve on weekend and holiday on-call rotation; and communicate with co-workers, vendors, and members of the public in a courteous and effective manner.