

## City of Blair

Position Title: Utility Worker	
Department: Public Works/Water Distribution and Wastewater Collection	Job Code: PWDC2 EEOC Class:
Reports To: Water Distribution and Wastewater Collection Supervisor	FLSA Status:
Date Written: 04/03/98	Date Revised: 02/10/2000

### **General Summary:**

Maintains and repairs the water and sewer lines. Reads and repairs meters, stop box cards, and stop boxes. Maintains city vehicles and equipment.

### **Essential Job Functions:**

1. Maintains and repairs water and sewer lines. (30%)
2. Reads meters, stop box cards, and checks stop boxes operation and repairs them as needed. (20%)
3. Makes hydrant repairs and checks their efficiency. (15%)
4. Collects water samples for testing. (15%)
5. Performs maintenance to vehicles and equipment. (10%)
6. Works with general public on water problems. (10%)
7. Performs other duties as assigned by management.\*
8. Performs testing of civil defense siren monthly.\*
9. Assists with inventory annually.\*
10. On call evenings and weekends (as scheduled).\*

\* These tasks do not meet the Americans With Disabilities Act definition of essential job functions and usually equal 5% or less of time spent. However, these tasks still constitute important performance aspects of the job.

### **Knowledge, Skills, and Abilities:**

1. Knowledge of water distribution and wastewater collection principals and practices.

**Working Conditions:**

This factor measures the surroundings or physical conditions under which a job must be done and the extent to which those conditions make the job disagreeable. Consider the presence and relative amount of exposure to dust, dirt, heat, fumes, contaminants, cold, noise, vibration, wetness, etc.

Disagreeable working conditions with two or more of the above elements are continuously present to the extent of being disagreeable.

**Note:** The statements herein are intended to describe the general nature and level of work being performed by employees, and are not to be construed as an exhaustive list of responsibilities, duties and skills required of personnel so classified. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the employer.

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