



## UTILITY LOCATOR

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**DEPARTMENT/DIVISION:** Public Works/Water/Geothermal

**GRADE:** 4

**GROUP:** AFSCME

**FLSA STATUS:** Non-Exempt

**EFFECTIVE DATE:** August 1, 2018

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### **SUMMARY**

This is a semi-skilled position with the primary responsibility of locating and marking City underground utilities, as well as installing, servicing, operating, repairing and maintaining the City's water and wastewater infrastructure. The person in this position must demonstrate a high degree of responsibility and accomplish assigned tasks independently with minimal supervision. All locating must conform to ORS Chapter 757, OAR Chapter 952 Division 1; OSHA Rule 1926.651; and any other applicable federal, state or local regulations. This position may entail some shift work, weekends, or holidays as assigned.

### **EXAMPLES OF DUTIES**

- Duties may include, but are not limited to, the following:
- Completes locates of all City infrastructure on a daily basis including water lines, sewer lines, storm water lines, geothermal lines, and street light power lines.
- Responds to all underground utility locate requests, marking where work will be performed by the City;
- Marks where City utility lines are located for other companies or private parties when an excavation is to be performed;
- Maintains all underground utility locate marks on City excavation sites;
- Maintains all records pertaining to underground utility locate requests and completed locates;
- Evaluates water service lines and meter settings;
- Measures and maps utility service lines and meters;

- As assigned by the Water Division Manager or Supervisor or Wastewater Manager or Wastewater Collections Supervisor and under the direct supervision of State-certified Water Distribution and/or Wastewater Collections Operators will perform the various tasks required of a Water Distribution and/or Wastewater Collection Operator-in-Training;
- Fills in as needed for the Water Distribution and/or Wastewater Collections work crew;
- Performs a variety of related duties as assigned.

### **SUPERVISORY RESPONSIBILITIES**

This is a non-supervisory position.

### **QUALIFICATION REQUIREMENTS**

#### Education and/or Experience:

High School Diploma or equivalent (G.E.D) and six (6) months experience as a utility locator.

#### License/Certifications:

Must possess and maintain valid Oregon Driver's License and must obtain a Commercial Driver's License within six (6) months of hire. An employee in this position is expected to obtain an Oregon Water Distribution Level I certification or an Oregon Wastewater Collections Level I certification upon meeting the necessary requirements and gaining the required experience and education.

### **PRE-EMPLOYMENT**

Job offers for this position are contingent upon the individual passing a pre-employment drug screen.

### **KNOWLEDGE, SKILLS AND ABILITIES**

The requirements listed below are representative of the knowledge, skills and/or abilities required.

#### Knowledge of:

City Codes, resolutions, and policies; City of Klamath Falls cross-connection rules and regulations. Tools and equipment utilized in the underground utility locating process including Metro Tech metal detector and ground penetrating radar. Occupational hazards and safe work methods. Customer service principles.

#### Skill in:

Reading and understanding City of Klamath Falls Geographic Information System (GIS), plans, maps, and drawings; preparing field sketches of work for as-built preparation and permanent recording. Using a computer and related software applications. Using applicable tools and equipment of the trade, including operating light to heavy equipment. Troubleshooting, maintaining and repairing water/wastewater systems and components.

Ability to:

Follow City safety practices; read, interpret and follow written and oral instructions; demonstrate an above average ability to communicate effectively, and to establish and maintain effective and good working relationships with co-workers and the general public.

## **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. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

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

The employee must regularly lift and/or move up to 100 pounds. Specific vision abilities required by this job include close 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 qualified individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions and fumes or airborne particles. The employee is occasionally exposed to extreme heat and vibration.

An employee in this position must withstand exposure to variable weather conditions.

The noise level in the work environment is usually moderate to loud.

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The City of Klamath Falls is an Equal Opportunity Employer (EOE). In compliance with the Americans with Disabilities Act (ADA), the City of Klamath Falls will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.