



## Utility Maintenance Worker II

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**DEPARTMENT/DIVISION:** Public Works /Maintenance

**GRADE:** 6

**GROUP:** AFSCME

**FLSA Status:** Non Exempt

**EFFECTIVE DATE:** July 1, 2011

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### **SUMMARY**

This is a skilled maintenance position in the construction, operation, and maintenance of the City's utility systems and associated control systems requiring Grade II certification. An employee of this classification must have demonstrated the ability to act independently and efficiently while performing duties. Employees with specialized training may be included in this position. This position may entail some shift work, weekends or holidays, as assigned. The work is performed in accordance with procedures outlined by the Facilities Maintenance Superintendent.

### **EXAMPLES OF DUTIES**

Duties may include the following. Other duties may be assigned.

Ability to perform tasks such as take care of, operate, and maintain a variety of utilities-related machinery and equipment with a minimum of guidance and instruction.

Demonstrates a good working knowledge of pipe fittings, valves and inventory.

Ability to discuss matters of utility policies with the general public.

Performs all phases of maintenance required of Grade II Operators, as pertains to water distribution systems or wastewater collections, in accordance with practices and policies of the department.

Is familiar with City codes, resolutions, policies, and follows required City safety practices.

Ability to install meters, pipes, valves, hydrants, etc., with minimum direction or supervision.

Ability to maintain and operate all chlorination equipment.

Ability to perform routine and preventative maintenance on all associated equipment and buildings, as well as repair/replace as needed to keep the utility in good operational order.

Performs a variety of maintenance functions in other areas of City facilities, as directed.

## **SUPERVISORY RESPONSIBILITIES**

This is a non-supervisory position.

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

### Education and/or experience:

High school education or GED equivalent; must pass the Water Distribution or Wastewater Collections Operator Grade II examination with a passing grade of 70% within 18 months of hire; and be able to demonstrate through application, all knowledge required to achieve the Grade II Certification outlined by the State of Oregon Water or Wastewater Collections Personnel Certification Rules. Must possess and maintain a valid Oregon Driver's License.

Must obtain Confined Space and Flagging Certifications within six (6) months of hire.

### Language skills:

Ability to read and interpret documents in the English language, such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write, in English, routine reports and correspondence.

### Mathematical skills:

Ability to add, subtract, multiply, and divide using whole numbers.

### Reasoning ability

Ability to apply commonsense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

### Other skills and abilities:

Must possess appropriate knowledge of standard principles and maintenance practices of machinery and equipment associated with keeping all City functions and buildings in good condition. Must have a mechanical aptitude.

## **PRE-EMPLOYMENT**

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

## **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 the 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; 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 frequently is 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 loud.

## **COMMENTS**

The Utility Maintenance Worker II position is compensated at a flat rate, with advancement opportunity to a maximum compensation level of Operator II, provided State of Oregon certification is obtained.

The City of Klamath Falls is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, 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.

