



UTILITY MAINTENANCE WORKER 1

CLASSIFICATION

Non Exempt

REPORTS TO

Utilities Superintendent

JOB SUMMARY

Position is responsible for the performance of a variety of semi-skilled and manual work in the construction, installation, and maintenance of water and sewer utility mains and services. Work involves the performance of a variety of maintenance activities as related to the Parish sewer and water utility systems, as well as tasks related to damage prevention of said systems. Work is generally performed under immediate supervision. The individual holding this position is expected to exercise some initiative and judgment in the performance of duties. In most instances, however, the proper work method and equipment is determined by the Utility Maintenance Foreman and/or Water Superintendent.

ESSENTIAL JOB FUNCTIONS

- Excavate, grade, and shore up trenches for the installation or maintenance of water mains and/or services.
- Tap pipelines and install or repair valves, hydrants, meters, and pipes of all sizes.
- Measure, cut, and fit pipe.
- Fit pipe sections together and insert seals.
- Set new water meters.
- Operate the tapping machine and hand tools for cutting pipes and repairing valves, hydrants, and meters.
- Operate a parish vehicle, pulling a utility trailer when needed, as well as an excavator and service line trencher.
- May receive and resolve, or refer, citizen complaints.
- Monitor and execute Louisiana One Call (811) locates in a timely manner.
- Create, update, and/or complete work orders in a timely manner.
- Collect and test water samples as needed.
- Be available for an on-call rotation schedule, as well as emergency call-outs.
- Will work some weekends and holidays.

**Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. West Feliciana Parish is an Equal Opportunity Employer.*

OTHER DUTIES

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

EDUCATION, EXPERIENCE, CERTIFICATIONS

- High School Diploma or GED

KNOWLEDGE, SKILLS, ABILITIES

- Extensive physical ability to sustain long periods of extreme heat, cold, noise and exposure to all types of inclement weather and threatening conditions/situations.
- Must be capable of stooping, standing, climbing, pulling and walking for long periods of time.
- Have the mental capacity and stamina to think clearly and make sound decisions during times of emergency.
- Ability to learn and operate elementary computer data and operate the work order system utilized by the department.



WORK ENVIRONMENT & PHYSICAL DEMANDS

The work environment conditions described here are representative of those an employee encounters while performing the essential functions of this job. This job operates in the field. Fieldwork will expose the employee to inclement weather, loud noises, moving vehicles and machines, and dust/mud, along with other conditions. Fieldwork may require protective clothing including helmet, gloves, goggles, and safety shoes (PPE).

While performing the duties of this job, the employee is regularly required to stand, walk, reach, lift, operate tools or controls, operate heavy-duty equipment, and communicate clearly in loud environments. Fieldwork may also include navigating a variety of surfaces, obstacles, structures and construction sites, climbing ladders, crawling in confined spaces, bending and stooping. The employee must regularly lift and/or move up to 50 pounds.

REQUIREMENTS

- Valid driver's license