

# **Meiners Oaks Water District**

## **Job Description**

### **Utility Worker I**

**Salary \$50,090 - \$ 60,885**

**Non-Exempt**

## **1. General Job Description**

The Utility Worker I, works under direction of the Field Supervisor and or the General Manager. Water Utility Worker I, is to participate in but not limited to operations and maintenance of water storage, distribution and service facilities. Vehicle maintenance and ground maintenance and related activities.

## **2. Qualifications/ Possession of the following**

- Must have a valid class "C" California driver's license and a driving record acceptable to the district's insurance carrier.
- Must be a certified Water Distribution Operator Grade 1 issued by the California State Water Resources Board within 12 months of hire
- Must be a certified Water Treatment Operator Grade 1 issued by the California State Water Resources Board within 12 months of hire
- High School Diploma or GED
- The ability to pass a fit for duty test and drug/alcohol screen
- Must obtain T- 2 and D-2 certificate to move up to next level

## **3. Essential Job Duties**

- Performs water meter reading and maintenance, including installing new meters.
- Operates and maintains vehicles and a variety of light, medium, and heavy equipment related to the construction, maintenance, and repair of water utilities systems and facilities.
- Operate and maintain a variety of hand and power tools and equipment related to work assignment as instructed.

- Assist in repairing any water leaks in the water district distribution system
- Weed abatement around district facilities
- Assist in the maintenance, repair, and replacement of pumps, motors, valves within the district
- Observes safe work methods and makes appropriate use of related safety equipment as required.
- Maintains work areas in a clean and orderly condition, including securing equipment at the end of the workday.
- Record facilities data.
- Willingness to work on-call shifts, nights, weekends, holidays and overtime as assigned
- Performs related duties as assigned.

#### **4. Physical Demand, Work Environmental or Elements**

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 individuals with disabilities to perform the essential functions. Must possess mobility to work in the field, in District buildings and facilities; strength, stamina, and mobility to perform light to medium physical work, to work in confined spaces, around machines, to walk on uneven terrain, and to climb and descend ladders. Operate varied hand and power tools and construction equipment. Specific vision abilities required by this job include close vision, distance vision, depth perception and color vision. Ability to communicate in person and over the telephone or radio. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. The employee is required to have manual dexterity sufficient to operate a District vehicle, computers and standard office machines such as fax, calculator, telephone, copiers, etc. Positions in this classification bend, stoop, kneel, reach and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 150 pounds.

Employees work indoors and outdoors and may be exposed to cold and hot temperatures, inclement weather conditions, loud noise levels, vibration, confining workspace, chemicals, mechanical and electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and public and private representatives, and contractors in interpreting and enforcing departmental policies and procedures.

## 5. Basic Work Hours

- Monday through Friday 8 AM to 5 PM
- Assigned on call or standby time
- Compensation hourly
- Must remain within 1 hour response time to the district while on-call

## 6. Personal Protective Equipment

Field employees must wear at times, safety and welding glasses, gloves, welding mask, full face mask, ear plugs and when required, be able to don and be fitted for a respirator requiring to be cleanly shaven at all times.

## 7. Exempt /Non - Exempt

- This is a non-exempt position pursuant to the Fair Labor Standards Act.
- 12-month probation period
- Rate of pay increases will vary upon merit/ cost of living allowances
- Beginning pay rate will DOQ

\_\_\_\_\_  
Starting Salary

\_\_\_\_\_  
Employee Signature      Date

\_\_\_\_\_  
Justin Martinez      Date  
General Manager