

## **CITY OF DAHLONEGA, GEORGIA CLASSIFICATION DESCRIPTION**

**CLASSIFICATION TITLE: UTILITY MAINTENANCE TECHNICIAN**

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### **PURPOSE OF CLASSIFICATION**

The purpose of this classification is to perform equipment operation and skilled and manual labor for the City's Water and Sewer Department, including the maintenance and repair of City water and sewer lines and related structures.

### **ESSENTIAL FUNCTIONS**

**The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.**

Operates a variety of equipment and performs skilled and manual labor in support of construction, maintenance and repair projects for the City's water and sewer systems.

Conducts pre-trip inspections; including checking all fluids, gauges, lighting, mirrors, tires, body damage, seats and seatbelts, cleanliness of vehicle, etc.; fuels trucks; loads and secures materials on trucks; travels to job sites; and conducts post-trip inspections.

Works as a crew member for assigned water and sewer projects; maintains repairs and/or constructs sewer, water, and ditch lines; installs and maintains storm drains and gutters; clears sewer backups; repairs water and sewer fittings; locates and fixes water and sewer leaks; makes and installs new water taps; builds; inverts; and repairs grinder pumps, manholes and firehydrants.

Prepares sites for valve boxes; connects new valve boxes; and sets pump in pump stations.

Uses a variety of hand and power tools and equipment to perform assigned duties, including dump trucks, pressure washers, backhoes, trenchers, track hoes, jack hammers, boring machines, bulldozers, drills, cement and asphalt cutters, shovels, and pipe wrenches.

Picks up and transports materials, tools and supplies; cleans and washes equipment and tools; performs preventive maintenance and minor repairs on tools, equipment and vehicles; and notifies supervisor of needed equipment replacements and repairs.

Adheres to established safety procedures ; monitors work environment and use of safety equipment to ensure safety of employees and other individuals; flags and directs traffic and places markers, signs and cones around project/work site to ensure safety of crew and the traveling public; wears protective gear.

Communicates with supervisor, City employees, the public, and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems

Operates and assigned vehicle, a variety of hand and power tools and equipment, including commercial grade vehicles to complete essential functions.

## **ADDITIONAL FUNCTIONS**

Performs other related duties as required.

## **MINIMUM QUALIFICATIONS**

High school diploma or GED; supplemented by one year of experience working on water or sewer lines; or an equivalent combination of education, training, and experience. Must possess and maintain a valid Georgia driver's license.

## **PERFORMANCE APTITUDES**

Data Utilization: Requires the ability to review, classify, categorize, prioritize, and/or analyze data. Includes exercising discretion in determining data classification, and in referencing such analysis to established standards for the purpose of recognizing actual or probable interactive effects and relationships

Human Interaction: Requires the ability to provide guidance, assistance, and/or interpretation to others regarding the application of procedures and standards to specific situations.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to overhaul, restore, renovate, construct, and/or rebuild equipment, machinery, or objects, requiring adherence to prescribed standards and specifications. Requires the ability to operate and control the actions of the same equipment, machinery, and/or objects.

Verbal Aptitude: Requires the ability to utilize a wide variety of reference, descriptive, and/or advisory data and information.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication, and division. May include counting, recording of counts, and basic measuring.

Functional Reasoning: Requires the ability to apply principles of rational systems; to interpret instructions furnished in written, oral, diagrammatic, or schedule form; and to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objectives.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving evaluation of information against measurable or verifiable criteria.

## **ADA COMPLIANCE**

Physical Ability: Tasks require the regular and, at times, sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and that may involve the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds).

Sensory Requirements: Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, depth, and visual cues or signals. Some tasks require the ability to communicate orally.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, temperature and noise extremes, unsafe structures, confined spaces, machinery, vibrations, and traffic hazards.

*The City of Dahlonega, Georgia is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

I understand the position description for my job and what is expected of me. I understand that this is what I will be evaluated on. Further, I am able to meet the working conditions and physical requirements as stated for the position that I hold or will hold.

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Employee Signature

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Date