

TOWN OF PINEBLUFF
CLASS TITLE: PUBLIC UTILITIES WORKER
FLSA STATUS: NON-EXEMPT CLASS CODE 310-03

Purpose of the Class

Under general supervision performs a variety of generally limited semi-skilled and skilled work in the operation and maintenance of municipal water, sewer distribution/collection systems and the installation of water services and related work as required. Also maintains the streets activities such as signs, pavement cleaning, repairing, storm drains, cemetery, parks and any other maintenance and construction functions as required. Work is reviewed while in progress by the Public Works Manager and upon completion for adherence to instructions and established standards.

Duties and Responsibilities

Essential Duties and Task

(Any one position may not include all of the tasks listed, nor do the examples necessarily include all of the tasks performed.)

Installs water taps and meters and able to trouble shoot problems.

Repair sewer lines, water lines, fire hydrants, valves and similar fixtures.

Operates equipment safely; mowing equipment, leaf blower, vacuum, backhoe, boom truck, pumps and able to service the equipment.

Cleans and maintains equipment and work areas.

Drives trucks as may be assigned to department.

Loads and unloads supplies and materials.

Operates various hand, power tools and equipment as required.

Performs other duties as related to water and streets.

Additional Job Duties

Performs related duties, as required.

Equipment Operated

Town truck, mowing equipment, leaf blower, vacuum, leaf blower, vacuum, backhoe, boom truck, pumps, various hand, power tools and equipment as required.

Reporting Relationship

This position reports to the Public Works Manager and/or Assistant Public Works Manager.

Recruitment and Selection Guidelines

Knowledge, Skills, and Abilities

Good knowledge of the regulations governing public water supplies.

Understanding and ability to safely operate or learn to operate a variety of tools and equipment used in the work to which assigned and skill in their use.

Public Utilities Worker

Page 2

- Ability to work under adverse weather conditions.
- Ability to carry out oral and written instructions.
- Ability to communicate effectively with other employees, departments and the public.
- Ability to understand and realize what needs to be done on specific jobs.
- Good knowledge of the principles and techniques involved in the maintenance and repair of streets, sidewalks and gutters.

Physical Requirements

Must be able to physically perform the basic life operational functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, grasping, feeling, talking, hearing, and perform repetitive motions.

Must be able to perform light moderate work and exert up to one hundred (100) pounds of force occasionally, fifty (50) pounds of force frequently, and/or twenty (20) pounds of force constantly to move objects.

Desirable Education and Experience

Graduation from an accredited high school, or GED is required.

Certifications, Licenses, or Registrations, (desired unless noted)

Possess Valid Class C NC Driver's License.

Work Environment

The employee is subject to inside and outside environmental conditions, hazards, and atmospheric conditions such as working in inside and outside environments in extreme weather and in heavy traffic in the streets. The employee is also subject to various hazards such as working near heavy equipment, and loud noises.

Safety

The position requires enforcing and following all Town and OSHA safety regulations.

Special Note

This generic class description gives an overview of the job class, its essential job functions and necessary job requirements. However, there is available a complete job questionnaire with a physical abilities checklist which can give further details about this specific position. These documents should be reviewed before initiating a selection process. They can provide additional detailed information on which to base various personnel actions and can assist management in making legal and defensible personnel decisions.