BANGOR WATER DISTRICT
JOB DESCRIPTION
UTILITY WORKER

Job Title:	Utility Worker	**Classification:**	Non-exempt
Department:	**Construction**	**Hourly Rate:**	24.32 to 32.82
Reports To:	Construction Manager	**Supervisory:**	No
Position Type:	Full-time		

GENERAL SUMMARY: Serves as laborer for the Bangor Water District's construction department. This position is directly responsible for the safe and effective work crew operation of a wide variety of vehicles and equipment under moderate supervision. Specialized instructions and clarifications are given in regard to unusual or difficult assignments. The majority of work is reviewed in progress or upon completion to ensure proper work sequences and adherence to instructions. Care and skill are required in the operation of trucks and heavy equipment to ensure safety of self and others, and to protect public property.

ESSENTIAL JOB FUNCTIONS:
The essential functions or duties listed below are intended only as illustrations of the various type of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

- Operates various equipment, including dump and pick-up trucks, street saw, shovels, jack hammer, pipe saw, mud suck pump, and related attachments in effecting the general maintenance, repair, and installation of water lines.
- Hauls, dumps, and shovels crushed stone, sand, dirt, and asphalt from trucks using appropriate equipment.
- Maintains traffic control, and sets signs, cones, and barricades to alert motorists and provide safety for fellow workers.
- Loads pick-up trucks and pipe trailers with appropriate equipment and supplies.
- Ensures appropriate equipment and machinery is available at work site.
- Digs ditches, repairs and/or replaces pipes, refills ditches, patches roads and sidewalks, and cleans worksite as needed, including loaming, seeding, cold patching, and tarring.
- Raises boxes and manhole covers to grade.
- Accesses and completes required documentation (paper and electronic).
- Regularly checks vehicles and equipment to ensure proper fluid levels and mechanical operation.
- Responsible for maintaining and operating equipment in an appropriate and safe manner.
- Maintains grounds surrounding office, shop area, and other District properties.
- Serves on regular rotation for on-call coverage as directed or required.
- Must respond to emergencies at all hours and in all weather conditions when notified
- Attends safety, training, and other department meetings as required.
- Must get along with others and work in a professional manner.
- Maintains regular, predictable, and reliable attendance.
- Maintains excellent communication and fosters a collaborative working environment with all departments as well as with the public.
- Places an emphasis on safety, efficiency, quality, and productivity
- Follows all District policies.
- Performs related work as required.

KNOWLEDGE/SKILLS

- Working knowledge of and skill to install and repair water pipes using proper chemicals, equipment, and procedures.
- Basic knowledge of the use of light equipment, including K-12 saw, jack hammer, vibrator compactors, hand tools, and portable pumps. Working knowledge of safety precautions for working in or around various work sites using vehicles and equipment, including ability to operate equipment in confined areas and during varied weather conditions.
- Basic knowledge of water treatment and distribution systems.
- Familiarity with streets within Bangor Water's service area

ABILITY TO:

- Perform manual labor
- Follow written and verbal instructions and documentation
- Prepare and submit accurate documentation (paper and electronic), including timecards, stock sheets, work slips, and equipment records
- Read and understand related maps
- Use maps and records (paper and electronic (to locate District facilities, particularly for repairs and emergency shutdowns
- Deal with co-workers, customers, and members of the general public in a courteous, effective, and tactful manner
- Receive verbal and written assignments and instructions from Crew Supervisor
- Performs duties under general directions and periodic supervision
- Manage multiple tasks in a detailed and effective manner
- Attend any required or recommended courses or training
- Must respond to emergencies at all hours and in all weather conditions when notified
- Operate various small hand and power tools
- Legally operate District vehicles and heavy equipment including those requiring Maine Class B CDL driver's license
- Work in accordance with the District's safety program, including in confined spaces.
- Live within 30 miles of the Bangor city limits
- Serve on call rotation and respond to emergencies at all hours and in all weather conditions

RECOMMENDED MINIMUM QUALIFICATIONS

Experience and Education/Training:

- High school diploma or equivalent required.
- Experience in the installation of water or wastewater distribution piping is preferred.

Licenses/Certifications/Other:

- Possess a State of Maine Class B CDL driver's license. Must be insurable for assigned job functions by District's insurance carrier, able to legally operate assigned vehicles, and able to obtain clearance for state and federal security badges (i.e. Airport).
- Complete a inhouse "Pipeline to Success" 12-month training program

WORK ENVIRONMENT AND PHYSICAL REQUIREMENTS:

Work location: 614 State Street, Bangor, and throughout the distribution system.

Work Environment: Performs majority of duties out-of-doors, in varying weather conditions, and is periodically exposed to excessive noise, dirt, dust, and vehicle and equipment fumes. Safety precautions must be used at all times to avoid injury to self and others.

Physical Requirements: Performs duties which require frequent bending, lifting, pushing and/or pulling of equipment and tools. Required to remain standing and working for long periods of time, and is exposed to jolting, bumping, and vibrations when operating equipment; ability to lift 50 lbs.

The above statements are intended to describe the general nature, requirements, and level of work being performed by people assigned to do this job. The above is not intended to be an inclusive or exhaustive list of all responsibilities and duties required.

External and internal applicants, as well as position incumbents who become disabled, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case-by-case basis.

Employee Signature: **Date:**