



Date: August 3, 2016

From: Town of Waynesville- Human Resources Department

RE: Utility Maintenance Worker - Full Time

Department: Water/Sewer Maintenance

Salary: \$ 25,495.00 annually/\$12.26 hr. with 5% increase after six (6) month probationary period

DESCRIPTION OF CLASS

The purpose of the class is to perform responsible semi-skilled and skilled work in the installation, repair and replacement of water and sewer lines, treatment facilities and related appurtenances, and to perform related work as required. This class works according to some procedures but decides how or when to do things; work is reviewed regularly by supervisor.

ESSENTIAL TASKS

The tasks listed below are those that represent the majority of the time spent working in this class. Management may assign additional tasks related to the type of work of the class as necessary.

Operates tapping machine to make water and sewer taps and service connections.

Lays water and sewer pipe; adjusts pipe to proper grade and depth with laser; repairs and replaces sewer and water lines and related facilities.

Installs, services and tests water meters and meter yokes.

Operates sewer jet and/or rodder to unstop sewer lines.

Operates belt press to de-water bio-solids for disposal; ensures proper mix of chemicals.

Assists with meter installation, change-out and related tasks; assists with plumbing maintenance and repair work such as the installation and repair of fixtures and pipes.

Installs, repairs and replaces fire hydrants, meters, valves, clamps and related pipeline apparatus; sets meter boxes.

Assists in cleaning up work sites at project completion; replaces landscaping damaged in construction projects, including sowing grass seed and installing shrubbery.

Operates a front end loader, dump trucks, jack hammers, tampers, pipe threading machines, tapping machines, trenchers, air compressors, boring machines, etc.; uses hand and power tools.

Inspects equipment for proper and safe working condition; performs minor maintenance of assigned tools and equipment as needed.

Performs all work in accordance with applicable policies, procedures, and standards of quality and safety.

CLASS TITLE: UTILITY MAINTENANCE WORKER

VOCATIONAL/EDUCATIONAL PREPARATION:

Requires high school diploma or GED equivalent.

SPECIAL CERTIFICATIONS AND LICENSES:

Must possess a valid North Carolina driver's license.

EXPERIENCE REQUIREMENTS:

Requires over one year and up to and including two years of experience in plumbing or construction work.

PHYSICAL AND DEXTERITY REQUIREMENTS:

Requires heavy work that involves exerting between 35 to 50 pounds of force on a recurring basis and 100 pounds of force on a frequent basis. Must be able to perform basic life functions of climbing, balancing, stooping, kneeling, crawling, crouching, reaching, standing, walking, lifting, pushing, pulling, fingering, grasping, feeling and repetitive motion.

ENVIRONMENTAL HAZARDS:

The job may risk exposure to bright / dim light, extreme heat and/or cold, wet or humid conditions, dusts and pollen, extreme noise levels, vibration, fumes and/or noxious odors, traffic, moving machinery, electrical shock, confined spaces, disease/pathogens, toxic / caustic chemicals, dangerous gases, heights.

SENSORY REQUIREMENTS:

The job requires normal visual acuity and field of vision, hearing and speaking abilities, odor perception.

JUDGMENTS AND DECISIONS

JUDGMENTS AND DECISIONS:

Responsible for guiding others, requiring a few decisions affecting a few co-workers; works in a stable environment with clear and uncomplicated written/oral instructions but with some variations from the routine.

ADA COMPLIANCE

The Town of Waynesville is an Equal Opportunity Employer. ADA requires the Town to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

Interested applicants may submit an application/resume to:

**Town of Waynesville,
Brittany Buchanan, HR Specialist
Human Resources Department
16 S. Main Street
Waynesville, NC 28786**

Or via email to bbuchanan@waynsvillenc.gov

Applications will be accepted until August 19, 2016 at 5:00 p.m.