GARRETT COUNTY GOVERNMENT
JOB DESCRIPTION

JOB TITLE: Utilities Service Technician I
DEPARTMENT: Public Works
DIVISION Utilities
REPORTS TO: Utilities Supervisor
FLSA STATUS: Non-Exempt

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

JOB SUMMARY:

Assists in the repair and maintenance of all county utilities. The position may also include repairs and/or maintenance of physical structures and grounds assigned to the department. Employees may be required to work overtime, holidays, weekends, and on-call duty for emergencies.

ESSENTIAL JOB FUNCTIONS (examples, not all inclusive):

- Perform preventive and corrective maintenance activities on mechanical and electrical components used in water and wastewater infrastructure.
- Assists in the excavation for the installation and/or repair of water and wastewater mains and laterals, manholes, valves, pumps, hydrants, and related appurtenances.
- Cuts, grinds, handles, install pipe, fittings, and related appurtenances.
- Transports tools and equipment to and from work sites, operates, maintains, and utilizes hand tools, equipment, and safety-related devices.
- Establishes and maintains traffic control in and around work areas.
- Verify that all required fields, notes, and documentation are properly filled out before closing work orders.
- Other duties may be assigned.

QUALIFICATIONS:

The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:

- High school diploma or equivalent

Knowledge, Skills, and Abilities:

- Ability to communicate effectively, orally and in writing, with customers, regulatory agencies, officials, and the public.
- Ability to define and analyze problems, collect data, establish facts, and draw valid conclusions.
- Ability to deal with customers, co-workers, and the public on a daily basis.
- Ability to listen and communicate with supervisors, co-workers, customers and the public and respond in a timely and courteous manner.

Certificates and Licenses:

- Possession of Commercial Driver's License (CDL) with tanker endorsement is preferred.
- Ability to obtain a CDL will be required within six months of hire date.
- Water/Wastewater Operator license preferred but not required.

PHYSICAL DEMANDS AND WORK ENVIROMENT:

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.

- Requires frequent bending, stooping, reaching, climbing, walking, and crawling in tight spaces and heavy lifting up to 80 pounds. The ability to be fitted for and use Self-contained Breathing Apparatus (SCBA) is required. Confined space entry is a requirement of this position with training provided.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Work occurs in all weather conditions with frequent exposure to outdoor temperatures and includes several trips a day to different locations. Electrical hazards are also present with this position. Limited work involved with this position takes place in an office environment.