

Utility Location Technician - 2345

Primary Reason Why Classification Exists

To perform routine semi-skilled and technical work locating and documenting water, sewer, and electrical distribution lines and mapping of municipal infrastructure.

Distinguishing Features of the Class

An employee in this class performs field work to locate utility lines and municipal infrastructure and to document their locations for accurate mapping and other uses. The employee walks in various locations and locates required items such as water and sewer lines, and electric distribution lines for contractors, developers, or other utility companies. Work may include lifting manhole covers or removing trees so utilities are uncovered; marking locations to prevent construction damage; using Global Position System (GPS) technology to pinpoint locations; noting the flow of water or wastewater; and verifying unusual data. Work also involves assistance with data base maintenance, including with GIS systems and updating utility maps, and includes walking streambeds to look for illicit discharge activity. Work is usually performed alone and requires independent initiative and the ability to meet deadlines. Work may subject the employee to environmental conditions, extreme temperatures, and construction noise and hazards. Work is performed under regular supervision and is evaluated based on conferences, review of completed work, and observation of demonstrated skills.

Illustrative Examples of Work

- Locates underground utilities including water and sewer lines and electric distribution lines; marks lines with paint or other markings
- Locates manhole covers and utilities which may require removing trees or debris to achieve a clear location; uses GPS technology to identify locations with satellites; downloads locations to GIS system and proofreads maps; makes field verifications assuring correct data collection
- Updates and maintains utility maps and databases; identifies location of water valves, hydrants, manholes, storm drains, and other infrastructure appurtenances; checks location against current maps and identifies necessary corrections; may operate CAD and GIS system or other computer data base systems to produce updated maps
- Provides assistance to the public and/or department or other staff regarding departmental policies, procedures, and activities
- Operates specialized technical equipment and operates computers, GPS system, etc
- Conducts backflow testing of backflow systems and repair backflow equipment
- May serve as lead worker over unskilled personnel in locating underground utilities or in identifying GPS positions for valves, lines, hydrants, man holes, etc
- Walks streambeds to look for signs of illicit discharge and reports to supervisor
- Performs related duties as required

Knowledge, Skills and Abilities:

- Working knowledge of utility design and construction principles, methods, materials, and procedures
- Some knowledge of computer mapping or design software and hardware
- Some knowledge of legal processes involved in encroachments, and other public works and utilities issues

- Ability to read and interpret construction plans, blueprints, and specifications
- Ability to understand engineering specifications, state and federal regulations relating to streets and roadways, and sanitary sewer systems
- Ability to establish and maintain effective work relationships and communicate effectively with the general public, contractors, and other employees
- Ability to prepare accurate records and draft narrative and statistical reports

Physical Requirements

Employee in this class must be able to perform the basic life operational support functions of walking, climbing, balancing, stooping, kneeling, reaching, crouching, standing, grasping, fingering, talking, hearing, and repetitive motions. Employee must also be able to perform medium to work exerting up to 100 pounds of force occasionally, 75 pounds of force frequently, and 10 to 20 pounds of constantly to move objects. Must possess the visual acuity to compile and compute data and statistics, operate a computer terminal, do extensive reading, and use measuring devices.

Working Conditions

Employee is subject to inside and outside working conditions. Most of the work is performed outside in both cold and hot weather conditions. The employee is subject to noise which may cause the employee to shout in order to be heard above the ambient noise level. Employee is subject to atmospheric conditions such as fumes, odors, dusts, mists, gases, or poor ventilation and to injury by walking on uneven grounds, high weeds, and dilapidated buildings.

Education

Graduation from high school or GED equivalency; an Associate's degree or equivalent post high school training in a construction-related field is desired

Experience

At least 3 - 4 years experience in the maintenance and repair of water distribution and sewer collection systems and training in the operation of GIS and GPS systems; or an equivalent combination of education and experience

FLSA Status: Nonexempt (eligible for overtime or equivalent compensatory time at 1½ times the employee's regular weekly rate)

Disclaimer

This classification specification has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to perform the job. The Physical Requirements and Working Conditions section of this classification may vary from position to position and a more thorough description of these elements can be found in the employee's Position Analysis Questionnaire (PAQ). The City of Newton reserves the right to assign or otherwise modify the duties assigned to this classification.

January 2015