

**CITY OF MARGATE, FLORIDA
JOB DESCRIPTION**

JOB TITLE: UTILITY TECHNICIAN LEAD (Job Code 779)

GENERAL STATEMENT OF JOB

Under general supervision of a departmental supervisor, performs and supervises work in the installation and maintenance of the municipal water/wastewater lines and associated equipment. Employees in this class supervise and assist Service Technicians engaged in the construction and repair of water and wastewater mains and attendant devices. Work includes connection of fittings, excavation for the installation of lines, the testing of water pressure, and job-site restoration tasks. Duties involve exposure to adverse working conditions and occasional adverse weather conditions

ESSENTIAL FUNCTIONS

The following duties and functions, as outlined herein, are intended to be representative of the type of tasks performed within this position. They are not listed in any order of importance. The omission of specific statements of the duties or functions does not exclude them from the position if the work is similar, related, or a logical assignment for this description. Other duties may be required and assigned.

Supervises work crews engaged in construction and repair of water and wastewater mains and attendant devices, ensuring employees remain on task and providing instruction or assistance as needed.

Assigns daily work orders, maintains time sheets and mileage records, and evaluations and records individual performance of subordinate personnel.

Functions in an on-call capacity, taking customer complaints and calling in designated personnel for emergency repairs.

Ensure the safe operating conditions per work site, i.e., traffic hazards, heavy equipment operation, road and site areas.

Assigns/installs and services water and wastewater mains; caulks and cements fittings; places barricades; excavates trenches for main placement; applies temporary patches to street surface following repair.

Assigns/raises, lowers and repairs valve boxes; installs water meters; connects and pressure tests fire hydrants; installs stand pipes.

Locates breaks in utility lines for repair.

Assigns/repairs and replaces sewer lines and manholes.

Operates heavy equipment such as backhoes, front-end loaders, jet trucks, and dump trucks in the performance of tasks.

Maintains and installs new fire hydrants.

Assists Foreman in all tasks as directed.

Performs related work as required.

MINIMUM TRAINING AND EXPERIENCE

High School Diploma or equivalent; supplemented by minimum two (2) years' experience in the plumbing trade or water/wastewater line repair; supplemented by a Class "B" CDL Driver License, or an equivalent combination of training and experience. A current Distribution Class III license or higher issued by the State of Florida is required. A Wastewater Collections C Certificate issued by the FWPCOA is preferred.

MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

Physical Requirements: Tasks involve frequent walking, standing, bending, stooping; frequent lifting carrying, and pushing/pulling objects of moderate to heavy weight (20 – 50 pounds), and occasionally very heavy (100+ pounds) items.

Data Conception: Requires the ability to compare and/or judge the readily observable, functional, or composite characteristics (whether similar to or divergent from obvious standards) of date, people, or things.

Interpersonal Communication: Requires the ability to speak and/or signal people to convey or exchange information. Includes giving and receiving instruction, assignments and/or directions.

Language Ability: Requires the ability to read standard English and read various materials associated with technical aspects of water line repair and heavy equipment operation/maintenance.

Intelligence: Requires the ability to apply common sense understanding to performance of semi-repetitive tasks and to utilize principles of and influence systems.

Verbal Aptitude: Must communicate efficiently and effectively in standard English. Requires the ability to convey a sense of authority.

Numerical Aptitude: Requires the ability to add, subtract, multiply and divide.

Form/Spatial Aptitude: Requires the ability to inspect items for proper length, width and shape, and visually read various information.

Motor Coordination: Requires the ability to coordinate hands and eyes accurately for inspection tasks, handling small parts, and operating heavy equipment with multiple hand controls.

Manual Dexterity: Must have excellent levels of eye/hand/foot coordination.

Color Discrimination: Requires the ability to differentiate between colors or shades of color.

Interpersonal Temperament: Requires the ability to give and receive instructions. Must be able to perform under stress of frequent deadlines.

Physical Communication: Requires the ability to talk and/or hear: (talking: expressing or exchanging information by means of spoken words; hearing: perceiving nature of sounds by ear). Must be able to communicate via 2-way radio.

Environmental Requirements: Tasks are regularly performed in adverse environmental conditions.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of the practices and materials utilized in the installation and maintenance of a water/wastewater utility system.

Knowledge of the occupational hazards and safety precautions of the work.

Knowledge of effective supervisory principles and techniques.

Knowledge of record maintenance principles and practices.

Skilled in operating heavy equipment and hand machinery used in the maintenance and repair of sewer lines.

Skilled in the use of hand tools, gas saws, tampers, jackhammers and various power tools.

Ability to understand and follow oral and written instructions.

Ability to establish and maintain effective working relationships with fellow employees.

Ability to locate leaks, stoppages and malfunctions in water and wastewater lines and related equipment.

EQUAL OPPORTUNITY EMPLOYER

The City of Margate, Florida, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act (42 U.S. C. 12101 et. seq.), the City of Margate will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer. The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job.

I have read and acknowledge receipt of this Job description.

Employee Name and Signature

Date