

# SENIOR UTILITY SERVICE WORKER

## Summary Description:

Under general supervision of the Distribution Manger, supervises and works with, the Utility Service Worker to carry out routine and emergency work in the water and sewer distribution systems to assure their most efficient and economical operation.

## Principal Duties and Responsibilities:

Acts as lead worker and performs the work included in the description for Utility Service Worker.

Investigates problems and complaints in the distribution system.

Directs, supervises and performs operations and maintenance duties assigned by the Distribution Manager.

Maintains a good safety attitude, abides by all safety rules, reports unsafe conditions to his/her supervisor and is responsible for using all provided safety equipment and apparel.

Helps maintain various records and reports, meter test data, meter installation records, inventories, hydrant and valve data, sewer main and manhole data.

Assists the Distribution Manager in duties and responsibilities, as assigned.

Monitors, trouble shoots and performs maintenance on the telemetering equipment from the treatment plant to the sewer lift stations.

Provides training for new employees.

Attends seminars and working meetings in order to improve working knowledge and skills.

Maintains building maintenance system and performs or assigns maintenance/repair tasks.

Inspection of water and sewer installations and repairs.

Maintains and manages sewer system televising, condition assessment, and cleaning of sanitary sewers.

Performs such other and additional duties as may be required.

## Job Specifications:

Requires knowledge and understanding in all types of equipment and operation use. Knowledge of methods, materials, equipment and tools used in the repair and maintenance of water and sewer systems. Basic working knowledge of water and sewer utility functions and underground utility construction.

Skilled in all types of utility equipment and vehicle operation. Good communication skills, both written and verbal, with ability to create effective interpersonal relationships with co-workers and citizens. Ability to work in high places and in hazardous areas. Ability to follow written and oral instructions, read maps and understand basic construction and engineering drawings.

This job specification should not be construed to imply that these requirements are the exclusive standards of the position.

License and Certifications:

Requires a DNR Grade 1 "D" distribution system license.

Possession of a valid Wisconsin motor vehicle operator's license. Loss of license may be cause for demotion or termination. Must obtain a Wisconsin Commercial Driver's License (CDL) within probationary period and must retain during the duration of employment.

Working Conditions:

Position requires ability to work outdoors in severe weather conditions for extended periods of time in order to repair and maintain water and sewer service.

Must be able to respond to work for emergencies in all types of weather conditions at any hour of the day or night.

Requires participation in continuous rotating standby duty schedule.