

Utilities Crew Leader

General Definition of Work

Performs intermediate technical work operating, maintaining and repairing water plants and wells, collecting water samples, repairing and maintaining fire hydrants; maintaining records and files preparing reports, and related work as apparent or assigned. Work is performed under the general direction of the Utilities Operations Supervisor. Continuous supervision is exercised over Utilities Technician.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions

Locate utility lines for contractors.

Completes water tap and service connections.

Prepares repairs and maintains water and sewer lines, wells and pump stations.

Takes water samples.

Coordinates work with other departments and contractors.

Maintain records and files.

Installs, removes, repairs, changes and reads meters; shuts off meters for non-payment.

Operate a dump truck, back-hoe, tractor and tapping machine.

Perform operation and maintenance on all system hydrants.

Knowledge, Skills and Abilities

Thorough knowledge of the operations, repair and maintenance of filter plants and unfiltered wells; thorough knowledge of the general safety precautions of this profession and the methods and techniques of water line construction; thorough knowledge of the occupational hazards and necessary safety precautions of the work; general knowledge of construction drawings for water and sewer lines and back-hoe maintenance; skill in the use and care

of tools of the trade including a back-hoe, front end loader, dump truck, pipe saw, tapping machine and trencher; ability to implement safety expectations on the job; ability to determine improper operation of pumping equipment and take proper remedial action; ability to make arithmetic computations using whole numbers, fractions and decimals; ability to follow oral and written directions; ability to work in difficult work stations for extended periods; ability to plan and supervise the work of others; ability to establish and maintain effective working relationships with associates and the general public.

Education and Experience

High school diploma or GED and some experience working in Utilities.

Starting Salary \$26,822