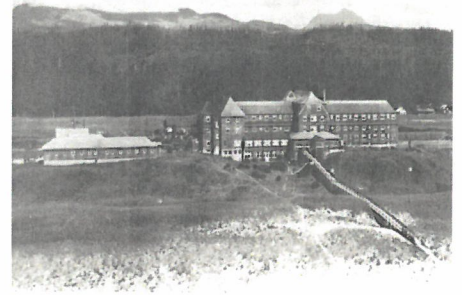


# CITY OF GEARHART

**POSITION TITLE:** Utility Worker 1  
**DEPARTMENT:** Public Works  
**SUPERVISED BY:** Public Works Director



## **PURPOSE OF POSITION:**

An employee in this position performs a variety of semi-skilled and skilled maintenance and construction work associated with operating the City's water, and stormwater systems. This position also performs maintenance and repair on the city buildings, streets, and parks.

## **ESSENTIAL JOB FUNCTIONS:**

- Assists in maintaining and operating the water distribution system and the collection systems including daily monitoring and inspection of the systems.
- Reads and records water meters, tests, and repair meters maintain meter boxes and surrounding area and performs turn on and turn offs.
- Installs, repairs and maintains water distribution system including meters, fire hydrants, service lines, and main lines.
- Performs general maintenance and repairs of the collection system including line flushing, manhole rehabilitation.
- Maintains and repairs streets, alleys, and rights-of-way which include patching pavement; repairing sidewalks and curbs, striping and street sweeping.
- Maintains city storm drainage system by cleaning and repairing stormwater facilities, lines and catch basins
- Repairs and replaces light bulbs, directional and informational signs and bulb-out landscaping as needed.
- Assists with treatment plant operations and maintenance including lab tests, pump maintenance, irrigation startup and shutdown and other duties as required.
- Performs park maintenance including restroom cleaning, mowing, weed eating, safety inspections, irrigation maintenance and all other park-related duties as required.
- Operates light and medium construction equipment including dump truck, backhoe, vactor, mowers, street sweepers, striper, chainsaws and various power tools.
- Available to be on-call 24 hrs/day for up to a week at a time, must live within 30 minutes of Gearhart.

## **JOB QUALIFICATIONS REQUIREMENTS:**

Mandatory Requirements:  
High school diploma or GED.

## **SPECIAL REQUIREMENTS/LICENSES:**

Ability to obtain a valid Oregon Commercial Drivers License (CDL). Ability to obtain Distribution Level I, Treatment Level I certifications. Must have a safe driving record.

## **SUPERVISION RECEIVED:**

Works under the direction of the Public Works Supervisor who holds the employee accountable for achieving department goals and objectives.

**SUPERVISORY RESPONSIBILITIES:**

No supervision exercised in this position

**PHYSICAL DEMANDS:**

Requires the ability to function outdoors engaged in the work of an active nature. Requires the ability to maintain cardiopulmonary fitness to engage in moderate physical activity. Requires ambulatory ability to move to different work locations and to bend, stoop, climb, and reach to perform inspections. Requires arm, hand, finger dexterity to demonstrate the use or operate common tools used in public works construction and maintenance, and use a computer keyboard and other office equipment. May require the ability to lift from floor, waist, or overhead, objects up to 75 pounds on an occasional basis. Requires the ability to function with temperature variations. Requires visual acuity to observe work sites, read written materials, blueprints, plans and schematics. Requires auditory ability to carry on conversations in person and over the phone, including the ability to project voice in noisy work settings.

**TOOLS AND EQUIPMENT USED:**

Required to operate heavy equipment and apply tools commonly used in construction, installation, maintenance, and repair of public works facilities and systems. Computer, including word processing, database, Internet, and spreadsheet programs; calculator, telephone, copy machine, and fax machine.

**WORK ENVIRONMENT:**

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 is performed indoors and outdoors where there is potential for significant health and safety considerations to exist from exposure to fumes and septic conditions, temperature variations, and dangerous equipment.

This description covers the most significant essential and auxiliary duties performed but does not include other occasional work which may be similar, related to, or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.