



Job Description
Job Code: 561
Range 12

Utility Technician

DEFINITION: Under close to general supervision from the Utility Operations Manager, reads water meters and performs related customer service and potable water system maintenance and repair activities.

CLASSIFICATION: This is a non-exempt, full-time, classified position with full benefits.

ESSENTIAL FUNCTIONS: Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list is ILLUSTRATIVE ONLY, and is **not** a comprehensive listing of all functions and tasks performed by incumbents of this classification.

TASKS: Read water meters on assigned routes; record readings on hand held computers; calculate water consumption. Determine consistency of meter readings; report unusual readings to the supervisor. Ensure that meters are functioning properly; inspect visible plumbing for water leakage; report defects to supervisor; complete service orders for damaged or defective meters. Provide water utility customer service including rereading meters; ensure accurate meter operation by replacing domes or boxes, and removing mud or water as necessary. Perform water service turn-on and turn-offs, and repair/replacement of water meter valves and appurtenances. Assist in the repair and replacement of water meters as required. Ensure unrecorded meters are entered in to the utility billing system. Check wells and booster stations for proper operation as needed.

KNOWLEDGE, SKILLS, AND OTHER CHARACTERSTICS:

Ability to work outdoors in varied climatic conditions.
Ability to correctly read and enter water meter readings.
Knowledge of basic plumbing and water hydraulics.
Ability to interact and communicate effectively with customers.
Ability to kneel, bend and stoop repeatedly and walk long distances.

PHYSICAL REQUIREMENTS: This classification involves work that requires the ability to traverse uneven terrain, climb ladders, perform repairs on equipment, lifting heavy objects up to 60 pounds, ability to wear a respirator and use potable water utility equipment.

MINIMUM QUALIFICATIONS: Possession of a High School Diploma or GED. Previous meter reading or potable water system experience is desired. Possession of, or ability to obtain a State of Arizona water operator's license upon employment. Must possess a valid Arizona Driver's license.

SPECIAL REQUIREMENTS: May be required to work overtime, holidays and weekends and be on-call 24 hours per day, per the departmental on-call policy. Must be able to respond to call out within twenty (20) minutes. Required to complete physical examination to ensure ability to perform work requirements.