

**Parker Sewer & Fire Subdistrict
Wastewater Collection Systems Department**

(CC I or II) Construction Crew Utility Technician

GENERAL STATEMENT OF JOB

Under general supervision, performs and supervises a variety of skilled and semi-skilled general maintenance and preventive maintenance activities as a member of the WWCS Department's Construction Crew. Operates and maintains equipment used in construction and clearing activities to improve system efficiency and dependability, attempting to eliminate inflow and infiltration. Assists with the management of the crew in the presence/absence of the Construction Crew Leader so as to perform in this capacity when the Crew Leader is unavailable. Assist the Crew Leader with performing a variety of daily crew activities including but not limited to operating equipment, any administrative tasks, along with cross training crewmembers and coworkers in areas of established expertise and safety. Reports to the Operations Supervisor or in their absence to the WWCS Superintendent.

SPECIFIC DUTIES AND RESPONSIBILITIES

Performs various construction and maintenance tasks in support of crew activities to include pipelaying, manhole installation and/or rehabilitation, pipefitting, leak sealing, concrete or paving work, manhole raising/lowering, tree and brush cutting on sewer line easements; landscaping; fence building & repair; compaction of earthen fills, etc.

Responsible for the transport of materials and equipment to job sites; set-up barricades and signs at job sites and provides traffic control as required.

Performs preventive maintenance and repairs on trucks, equipment and tools.

Operates and utilizes a variety of equipment, machinery and tools including dump trucks, service trucks, tractors, loaders, trackhoe, bush hog, finish mower, all 3 point hitch attachments, lawn mower, weed eater, hand tools, concrete saw, hydraulic pumps, etc.

Assist with repair of broken sewer lines and construction; assists with sewer system investigation and testing procedures; assists with septic tank maintenance and repair.

Provides assistance with various related tasks including assisting with construction projects; picking up supplies and equipment; maintaining inventory of materials and tools; etc.

Performs administrative office duties to include answering phones, general filing and processing of various documents (i.e. SSO Reports, Daily Production Logs, Generating/Updating SOPs, Absentee Notices, SC 811 locates and supporting documentation, etc.)

Provides training/cross training to crewmembers/co-workers on equipment, procedures/SOPs and safety as necessary while attending all required departmental meetings and training/seminars.

Assists with departmental facilities housekeeping chores; responds to emergency call duty as necessary and performs related duties and tasks as required.