	City of Tomball		Department: Public Works	
	<b>Utilities Serviceperson</b>			
	Effective Date: TBD Revised: TBD Approved By: TBD	FLSA Status: Non-Exempt	Grade: TBD	Page 1 of 2

**Job Title** Utilities Serviceperson  
**Reports To** Utilities Superintendent  
**Positions Supervised**

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**Education and Experience** – An equivalent combination of education, training and experience will be considered.

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**Education** HS\_GED  
**Experience** Minimum of 1 year previous relevant work experience is required.  
**Certifications** Gas certification  
**Licensing** Driver's license, Water license,

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**Utilities Serviceperson’s role within the big picture of the City’s overall success.**

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Performs a range of unskilled tasks associated with the construction, operation, and maintenance of the city's water, sewer, and gas systems. Working under general direction, this entry-level position ensures the safety and efficiency of the city's utility lines and facilities.

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**Utilities Serviceperson functions include but are not limited to the following.**

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- **Utility System Maintenance and Repairs:** Diagnose and locate gas, water, and sewer line leaks or breaks. Address and resolve any utility disruptions, ensuring swift restoration of services. Procure necessary materials and tools for repair tasks.
- **Water and Wastewater:** Identify potential water leaks by observing signs such as soft spots in yards. Address and resolve identified issues following standard procedures.
- **Gas System Maintenance:** Handle daily gas-related tasks as assigned. Ensure the safety and efficiency of gas lines and associated infrastructure.
- **Water Meter Installations:** Execute new water meter installations based on received work orders. Collect necessary equipment and materials for installation and perform the task efficiently.
- **Equipment Operation:** Operate mini excavators and other machinery to perform utility tasks such as digging and trenching. Ensure regular maintenance and safety checks of equipment.
- Contribute to the team effort by performing other related duties as assigned.

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**Success Framework.** The following list of knowledge, skills, and abilities have been identified by our team as building blocks towards efficiency and effectiveness in this role.

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- Basic understanding of water, sewer, and gas systems, as well as standard repair and maintenance techniques.
- Ability to operate basic utility equipment, diagnose utility problems, and execute repairs effectively.
- Ability to follow instructions, work collaboratively in a team, and communicate effectively with colleagues and superiors.

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**Equipment and Tools** commonly associated with the performance of the functions of this job.

Tools, pipe cutters, wire cutters, poly welder, generator, Hydrant wrench, mini dump truck, mini excavator, all hand tools

**Work Environment** or atmospheric conditions commonly associated with the performance of the functions of this job.

- The work is typically performed outdoors.
- May be required to work in high or dangerous places.
- Work may involve potentially life threatening exposure to extreme temperatures, humidity, noise, chemical/gases, contagious diseases, airborne particles/pathogens, and/or physical trauma.
- May regularly be exposed to uncomfortable temperatures, humidity, noise, chemicals/gases, contagious diseases, airborne particles/pathogens, and/or physical trauma.
- May be required to work in confined spaces.
- Position responsible for completing work that requires the use of a respirator.
- May be exposed to fumes or airborne particles.
- May be exposed to biohazards or bloodborne pathogens.
- Work may potentially involve risk of exposure to electric shock.

**\* Physical Abilities.** The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- Work requires the ability to sit, stand, walk for extended periods of time.
- Work requires the ability to complete repetitive wrist, hand, and/or fine motor movement.
- Work requires the ability to grasp, pull, push, and reach.
- Work requires the ability to climb and balance.
- Work requires the ability to talk, hear, listen, and comprehend.
- Work requires the ability to drive and/or operate mechanical equipment.
- Work requires visual acuity of 20 feet or more, visual acuity of 20 inches or less, three dimensional vision, precise hand/eye coordination, the ability to identify and distinguish colors
- Must be able to lift more than 60 pounds.
- Work requires the ability to stoop, kneel, crouch, and/or crawl.

\*The City of Tomball offers reasonable accommodation in the hiring and employment process for individuals with disabilities. If you need assistance to accommodate a disability, you may request accommodation at any time.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Certain job functions described herein may be subject to possible modification in accordance with applicable state and federal laws, and employees may be required to comply with the changes.