

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
JOB DESCRIPTION**

Job Title:	Maintenance Worker / Inspector	Department:	Field Services
Department Head:	Superintendent	FLSA:	Non-Exempt
Probationary Period:	1 year	Revision Date:	02/01/2020

Position Overview:

This position is primarily a Field Services Department position and is intended to provide support to Technical Services Department during periods when workloads and resources are beyond what current staffing can support. This position provides Inspector training opportunities to help fulfill succession planning needs.

Under the direction of the Lead Worker, performs a variety of journey-level skilled tasks in the maintenance, repair, and operation of sewer mains, laterals, and other appurtenances.

Under direction of the District Engineer, inspects construction of building sewer facilities for conformance with District requirements, assists in the inspection of Food Service Establishments for compliance with the District’s Fats, Oils and Grease (FOG) Ordinance, assists with the reconciliation of commercial accounts, performs utility locations and assists with inspection testing for Development projects.

Education/ Experience:

Education	Experience
Completion of high school / GED	and Three (3) years in collection system maintenance and operations or construction of underground utilities.

Licenses and Certifications:

1. Valid California Class B Driver License.
2. Must possess a California Water Environment Association Certification in Collection System Maintenance at the Grade II Level.

Knowledge and Abilities:

This is a journey level position distinguished by exceptional performance and demonstrated ability to work independently, with minimal supervision. Incumbent performs the duties of On-Call Supervisor for customer service calls. This is a preparatory position for the Inspector series. Incumbents learn on the job and provide support to inspection staff, learning and progressing in

ability and aptitude over time, with the intent of preparing the incumbent to perform the duties of an Inspector I. Incumbent is expected to demonstrate continuous improvement and the ability to perform all duties with little supervision. This position is normally filled by promotion from the Maintenance Worker position.

Knowledge of:

1. Safe work practices as defined by Cal-OSHA.
2. District Standard Specifications and Improvement Standards for Sanitary Sewers.
3. Concept of teamwork; building positive working relationships.
4. Public relations and customer service.
5. Maintenance, operation and repair activities related to sewer collection systems.
6. District policies and procedures and regulations related to sewer collection systems.
7. Materials, methods, practices, technology equipment and tools used in sewer system construction, maintenance, repair and administration activities.
8. Principles for the operation, maintenance, construction, inspection and repair of sanitary sewer systems.
9. Trenchless rehabilitation and repair methods for sewer pipes.
10. Underground Service Alert (USA) program.
11. Inspection methods for building sewers and property line cleanouts; new construction testing; grease control devices.
12. The District's Mission, Vision and Core Values.

Ability to:

1. Perform the duties of the Maintenance Worker II position.
2. Enforce the District's standards and specifications, sewer code, rules, regulations, and ordinances.
3. Read and interpret maps and engineering drawings of sewer facilities.
4. Assists with the District's Commercial FOG program, inspection and enforcement.
5. Assist with the District's Commercial Account Reconciliation program.
6. Assists with New Construction testing tasks, such as air pressure testing, manhole vacuum

testing, CCTV inspection and system cleaning operations.

7. Perform building sewer inspections.
8. Prepare reports and logs on daily construction activity as needed.
9. Locate and mark District facilities as required through the Underground Service Alert system (utility location).
10. Implement quality control measures to ensure records are accurate and complete.
11. Use a desktop and tablet computers to enter and retrieve information related to work assignments, time and attendance data and record- keeping.
12. Use modern office equipment and software, such as the use of common word processing, spreadsheet, database applications, computerized maintenance management software, and CCTV inspection software.
13. Establish and maintain effective working relationships with co-workers and those contacted during work.
14. Serves as On-Call Supervisor:
 - a. Must reside within 30 miles of District Corporation Yard, and
 - b. Must be able to respond and arrive at Corp. Yard within 30 minutes of notice.
15. Work overtime after business hours, on weekends and holidays, when requested.

Physical Demands and Work Environment:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Employees must have the ability to safely perform the necessary functions of the position with reasonable accommodations unless such accommodation is impracticable or otherwise presents a safety hazard for other employees or the general public.

Specific Physical Requirements to Perform Duties:

- a. Capable of meeting the basic job duties as defined in Physical Demand Assessment PD-105.
- b. Stand, walk, reach with hands and arms, stoop, or kneel.
- c. Must be able to drive utility truck and commercial vehicles.
- d. Sit while driving or operating equipment.
- e. Sit at a computer workstation for extended periods of time and occasionally climb a

- flight of stairs.
- f. Perform simple and power grasping, pushing pulling, and fine manipulation.
 - g. Bend and twist to adjust equipment.
 - h. Kneel and squat to review work.
 - i. Climb ramps or ladders or climb on to equipment to operate.
 - j. Ability to carry equipment for field work.
 - k. Perform simple and power grasping, pushing, pulling, and fine manipulation.
 - l. Work in confined spaces, trenches, roadways and unimproved areas.
 - m. Perform heavy manual labor.
 - n. Ability to drive a company vehicle off road in rough terrain.
 - o. Occasionally work on rough, uneven and slippery surfaces, occasionally working around machinery with moving parts or stationery equipment with exposure to noise.
 - p. Work in adverse weather conditions with reasonable accommodations.

Ability to Successfully Pass Medical Examination Based On:

- a. Ability to safely perform required physical duties; and
- b. Ability to safely perform required physical duties with "reasonable accommodation: that does not create a safety hazard for other employees or the public.

This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.