

YAKIMA COUNTY, WASHINGTON
CLASS SPECIFICATION
CLASS TITLE: Utilities Maintenance Technician I

BAND: B	GRADE: 2	SUBGRADE: 3	CLASS CODE: J23-7223
DEPARTMENT: Public Services - Utilities	ACCOUNTABLE TO: Senior Program Analyst – Utilities	JOB FAMILY: Utilities	OVERTIME STATUS: Non-Exempt
JOB SUMMARY: The Utility Maintenance Technician I performs a variety of complex technical and non-technical support activities related to the operation, maintenance and construction of County-owned water and wastewater systems.			
DISTINGUISHING CHARACTERISTICS: The Utilities Maintenance Technician I is one of a three level classification series. It is distinguished from the Utilities Maintenance Technician II in the fact that only Certifications as Water Distribution Manager I and / or Wastewater Treatment Plant Operator I are required to perform the duties of the position.			
DUTY NO:	ESSENTIAL DUTIES: These duties are a representative sample: (position assignments may vary)		
1.	Repairs, installs, and relocates waterlines, water services, fire hydrants and related appurtenances.		
2.	Organizes and coordinates scheduled and emergency repair crew activities, equipment and materials; instructs those involved in proper procedures. Serves on standby duty as needed.		
3.	Checks operations in multiple County water and wastewater facilities by recording flow meter and amp meter readings, calculating chlorine input into the system to confirm the chlorination equipment is operating properly, adding chlorine to solution tanks as necessary, testing the water in the distribution system for proper chlorine level, and inspecting reservoirs for leakage, vandalism or any exterior irregularities.		
4.	Collects water and wastewater samples for laboratory analysis. Performs planned maintenance on wastewater systems including backwashing filters, jetting filter laterals, and cleaning ultra-violet (UV) lights. Checks wastewater samples for dissolved oxygen, pH, and temperature. Inventories, purchases and maintains repair and maintenance parts inventory, supplies and materials. Requests material cost quotes from suppliers; selects suppliers based on cost quotes.		
5.	Performs planned maintenance on water systems including system flushing, checking isolation valves for proper operation, measuring and recording water levels in the wells, greasing bearings and cleaning ventilation system filters.		
6.	Responds to utility locate requests by locating and marking position of utilities. Reads, repairs, replaces and installs water meters. Responds to customer inquiries related to new services, billings, and service issues, and explains policies and ordinances relating to the water and wastewater systems.		
7.	Completes daily log of chlorine readings for state agency review. Reports findings of concern to Manager.		
8.	Other duties as assigned.		

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Knowledge (Position requirements at entry):

Knowledge of: Water and wastewater laboratory procedures and related safety precautions; Local, state and federal regulations related to water or wastewater facility operations; Basic mechanical and grounds maintenance techniques and concepts; Water and wastewater treatment machinery, equipment and instruments; Non-filtration and filtration techniques; Nature of chemicals and compounds used in water systems; Customer service techniques.

Skills (Position requirements at entry):

Skill in: Performing maintenance and repair on mechanical equipment; Reading and interpreting plans and specifications; Collecting wastewater and compliance samples; Reading and recording information from gauges and meters; Completing compliance reports; Constructing and repairing piping, valves, water mains, fire hydrants and flow meters; Using power and hand tools; Establishing and maintaining effective interpersonal relationships at all organizational levels and with the public; Communication both oral and written, sufficient to exchange or convey information and to receive work direction.

Training and Experience (position requirements at entry):

Associate degree in Engineering Technology or related field and three years of related experience in water field and/or wastewater field; or an equivalent combination of education and experience which provides knowledge, skills and abilities sufficient to successfully perform the essential duties of the job.

Licensing Requirements:

Certifications:

- WA state driver's license at time of appointment. Driving record background checks will be required before hire.
- Water Distribution Manager I or a Wastewater Treatment Plant Operator I certification required within 12 months of employment.
- Successful completion of general employment verification.

Working Conditions: Position may have the potential exposure to the following:

Environment: Excessive noise, exposure to weather, extreme temperatures, moving/mechanical parts, pathogen exposure, vibration, travel. work in locked down facilities, field work, exposure to hostile/angry individuals, work outside of standard business hours and multiple work locations;

Physical Demands: bending, carrying, handling, lifting, reaching, sitting, standing, walking, fingering, balancing, climbing, crawling, crouching, kneeling, hearing, smelling, talking, visual acuity.

Intellectual Demands: ability to multitask, confidentiality, ability to work under pressure, ability to articulate and communicate in conversations, ability to follow written and verbal instruction.

Heavy Work: Exerting up to or in excess of 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects. Work is performed out in the field.

Classification History:

Created: 10/97

Revised: 01/22

Revised: 12/22