



## **Utilities Maintenance Specialist 1**

**Category:** Classified  
**Pay Grade:** C14  
**Job Code:** 17150

*To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.*

### **JOB SUMMARY**

Performs intermediate level of work between the lower level trainee and full performance skilled level work involving the construction, maintenance, and repair of equipment, lines, or devices in the public utilities systems; performs construction, maintenance, and repair of public utility facilities, buildings, equipment, and devices; performs a variety of tasks at different locations, with duty complexity often controlled by individual proficiency limitations and project requirements.

### **ESSENTIAL JOB FUNCTIONS (examples, not all inclusive)**

- Installs, makes minor repairs, and maintains a variety of pumps, flow control valves, and other specialized machinery, equipment, devices, and facilities;
- Inspects mechanical equipment, troubleshoots, and corrects minor malfunctions;
- Installs and repairs water pumps, hydraulic and pneumatic controls, flow control valves, and associated motors;
- Installs, services, and repairs water treatment equipment, including chlorine injection pressure regulators, injectors, and metering devices;
- Ensures reliability of emergency power generation and transfer equipment as well as performs grounds maintenance duties;
- Repairs or replaces utility lines and cleans and maintains mains, taps, service lines, and crossovers;
- Operates light to heavy construction equipment routinely and occasionally medium to heavy sized automotive, maintenance, or construction equipment;
- Repairs, rebuilds, and makes adjustments to manholes or fire hydrants, locate, and expose utility lines and taps;
- Constructs concrete support systems to bridge natural impediments;
- Installs traffic devices such as barricades and reflectors;
- Televises and cleans sewer lines and maintains cameras;
- May assist in road repairs;
- Trains and leads a small crew on assignments and projects;
- Performs other related job duties as assigned.

### **QUALIFICATIONS**

#### **Education and Experience:**

High school graduate and two (2) years of trainee, semi-skilled utilities field experience; or an equivalent combination of education, training, and/or experience.

#### **Special Qualifications (May be required depending on area of assignment):**

- Florida Driver's License or Florida Commercial Driver's License and endorsement, if any.
- Assignment to work a variety of work schedules including compulsory work periods in special, emergency, and/or disaster situations.

- Candidate may be required to perform manual labor for extended periods occasionally in adverse weather conditions.
- Depending upon area of assignment, possession and maintenance of current FWPCOA “C” certification may be required.
- Appointing Authority may also require incumbent to obtain and retain other utilities related Florida certifications.
- Other knowledge, skills, abilities, and credentials required for a specific position.

**Knowledge, Skills and Abilities:**

- Knowledge of the methods, practices, tools, and materials used in public works or utilities maintenance and repair work;
- Knowledge of the standard operation and basic repair of medium to heavy automotive equipment;
- Skill in the use and care of hand and power tools, and repair equipment;
- Ability to acquire, learn, develop, and apply skills to train and lead others to complete assignments;
- Ability to work independently, taking responsibility for planning and leading others to complete assigned orders and plans;
- Ability to diagnose machinery and equipment defects and make appropriate repairs or adjustments;
- Ability to recognize occupational hazards and implement appropriate safety precautions;
- Ability to read blueprints and schematics, draw sketches of proposed projects, and keep records;
- Ability to establish and maintain effective working relationships with other employees, supervisors, and others;
- Ability to use small office equipment and computers;
- Ability to use or repair small, medium, and heavy equipment and machinery.

**PHYSICAL/MENTAL DEMANDS**

The work is very heavy work which requires exerting in excess of 100 pounds of force occasionally and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects. Additionally, the following physical abilities are required:

- **Balancing:** Maintaining body equilibrium to prevent falling while walking, standing or crouching on narrow, slippery, or erratically moving surfaces. The amount of balancing exceeds that needed for ordinary locomotion and maintenance of body equilibrium.
- **Climbing:** Ascending or descending ladders, stairs, scaffolding, ramps, poles and the like, using feet and legs and/or hands and arms. Body agility is emphasized.
- **Crawling:** Moving about on hands and knees or hands and feet.
- **Crouching:** Bending the body downward and forward by bending leg and spine.
- **Feeling:** Perceiving attributes of objects, such as size, shape, temperature or texture by touching with skin, particularly that of fingertips.
- **Fingering:** Picking, pinching, typing, or otherwise working, primarily with fingers rather than with the whole hand as in handling.
- **Grasping:** Applying pressure to an object with the fingers and palm.
- **Handling:** Picking, holding, or otherwise working, primarily with the whole hand.
- **Kneeling:** Bending legs at knee to come to a rest on knee or knees.
- **Lifting:** Raising objects from a lower to a higher position or moving objects horizontally from position-to-position. Occurs to a considerable degree and requires substantial use of upper extremities and back muscles.
- **Pulling:** Using upper extremities to exert force in order to draw, haul or tug objects in a sustained motion.
- **Pushing:** Using upper extremities to press against something with steady force in order to thrust forward, downward or outward.
- **Reaching:** Extending hand(s) and arm(s) in any direction.
- **Visual ability:** sufficient to effectively operate office equipment including copier, computer, etc.; and to read and write reports, correspondence, instructions, etc.
- **Hearing ability:** sufficient to hold a conversation with other individuals both in person and over a telephone; and to hear recording on transcription device.
- **Speaking ability:** sufficient to communicate effectively with other individuals in person and over a telephone.

- Mental Acuity: Ability to make rational decisions through sound logic and deductive processes.
- Talking: Expressing or exchanging ideas by means of the spoken word including those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.
- Repetitive Motion: Substantial movements (motions) of the wrist, hands, and/or fingers.
- Standing: Particularly for sustained periods of time.
- Stooping: Bending body downward and forward by bending spine at the waist. Occurs to a considerable degree and requires full motion of the lower extremities and back muscles.
- Walking: Moving about on foot to accomplish tasks, particularly for long distances or moving from one work site to another.

### **WORKING CONDITIONS**

Work is performed in an environment with heavy equipment and machinery that could result in bodily harm to co-workers or others.