

## AMHERST COUNTY SERVICE AUTHORITY

### JOB DESCRIPTION

**Title:** Utility Mechanic Apprentice

**Job Summary:** Performs water and sewer pipe line and services installation and maintenance, as well as other work associated with water and sewer utility operations.

Work involves installing new – and maintaining, repairing, or replacing existing – water and sewer mains, services, and appurtenances. Duties include making new water and sewer service connections to mains; installing, maintaining, repairing, or replacing water meters, meter boxes, fire hydrants, and other water system infrastructure; installing, maintaining, repairing, or replacing sewer cleanouts and other sewer infrastructure; maintaining water and sewer easements (mowing, tree removal, etc.) and other ACSA properties; and other work associated with water and sewer utility operations. Utility mechanics drive large trucks, operate heavy equipment and hand and power tools, and perform routine cleanup and record keeping functions. Utility mechanics work both independently and as part of a crew, receiving daily assignments and instructions regarding new or unusual situations from a Crew Leader, Supervisor, or the Operations Manager.

**Essential Jobs:** Include, but are not limited to, the following:

Installing new water and sewer mains, valves, fire hydrants, blowoffs, and other appurtenances.

Installing new water and sewer services, including tapping mains and installing service lines, meters, backflow preventers, and other appurtenances (water) and cleanouts and other appurtenances (sewer), and boring under surface obstacles, such as paved areas.

Maintaining, repairing, and replacing existing water and sewer mains, service lines, and appurtenances.

Loading and unloading treatment chemicals, materials, tools, equipment, etc.

Keeping proper records of water and sewer operations activities.

Developing the proper skills and driving pickups and large vehicles, operating light and heavy power equipment, using hand tools, and performing maintenance on vehicles and equipment.

Providing first aid and calling 911 should an accident occur, then promptly (within one hour) reporting the accident to a Crew Leader, Supervisor, or the Operations Manager.

Performing all work in a manner that promotes efficiency and personal and co-workers safety. Assisting superiors in determining a safe, efficient, and appropriate method to undertake work assignments upon identification of a safety concern.

**Physical Demands:**

Work requires medium to occasional heavy physical effort, usually outdoors and involving stooping, bending, and lifting, including periodic repeated lifting of weights of fifty pounds (50 lbs.) or more during treatment chemical loading and unloading and pipe installation work. Working in adverse conditions (weather, heat, cold, rain, darkness, chemicals, water and wastewater, overgrown vegetation, etc.) is normal.

**Unusual Demands:**

Utility mechanics are on call twenty four (24) hours/seven (7) days a week, including holidays, nights, and bad weather, to respond to emergencies; are exposed to hazards of power tools and heavy equipment; encounter dirt, soil, grease, sewage, chemicals, noise, vibrations, and other difficulties; and will come in contact with chemicals, water and wastewater, water under pressure, poisonous vegetation, animals, and insects, and heat, cold, rain, and other weather issues.

**Required Qualifications: Pre-Employment Knowledge, Ability, and Skill Requirements:**

Fluency in reading and writing English.

Ability to properly operate a standard automobile, with a current, valid Virginia driver's license.

Basic mechanical equipment and safety procedures, including use of hand tools and light power tools.

Certification as a VA Dept. of Transportation traffic control flagger within one (1) year of employment.

Certification in first aid and cardiopulmonary resuscitation (CPR) within one (1) year of employment.

Acquisition of a commercial drivers license (CDL) within two (2) years

High school diploma or GED desired, but not required.

**FLSA Status:** Non-exempt.