



# City of Tempe

## UTILITY SERVICES TECHNICIAN I+

JOB CLASSIFICATION INFORMATION			
<i>Job Code:</i>	441	<i>Department:</i>	Municipal Utilities
<i>Supervision Level:</i>	Non-Supervisor	<i>State Retirement Group:</i>	ASRS
<i>Status:</i>	Classified	<i>Market Group:</i>	Utility Services Technician II+
<i>Safety Sensitive / Drug Screen:</i>	Yes	<i>Physical:</i>	Yes

Click [here](#) for more job classification information including current salary range.

**DISTINGUISHING CHARACTERISTICS**

This is the entry and training level position in the Utility Services Technician series. This class is distinguished from the Utility Services Technician II+ by the supervised performance of basic, routine plumbing and pipefitting installation and maintenance duties. This is the entry and training level in the Utility Services Technician series. Positions in this classification will acquire needed licenses, Arizona Department of Environmental Quality (ADEQ) certifications, safety training and all related training to become skilled at operating/using small equipment and using/operating hand tools for performing basic/routine plumbing and pipefitting installation and maintenance duties. In this entry level position, the Utility Services Technician I+ will be exposed to the safe operation of heavy equipment as appropriate.

**REPORTING RELATIONSHIPS**

Receives supervision from the Water Utilities Supervisor or from other supervisory staff.

MINIMUM QUALIFICATIONS	
<i>Experience:</i>	One (1) year of experience with installation, maintenance, or repair in general construction, plumbing, sprinkler systems, HVAC systems, mechanical work or other related activities.
<i>Education:</i>	High school diploma, GED or equivalency.
<i>License / Certification:</i>	<ul style="list-style-type: none"> <li>● Possession of a valid driver’s license.</li> <li>● Possession of or required to obtain within six (6) months, a valid Class A Commercial Driver’s License (CDL) with tanker endorsement.</li> <li>● Possession of or required to obtain within twelve (12) months an ADEQ Grade 1 Water Distribution System Operator Certification and an ADEQ Grade 1 Wastewater Collection System Operator Certification.</li> </ul>

## ESSENTIAL JOB FUNCTIONS

Essential job functions are the fundamental duties of a position: the things a person holding the job absolutely must be able to do.

To actively support and uphold the City's stated mission and values. To perform work in the installation, maintenance and repair of the City's water distribution, wastewater collection and stormwater collection systems.

### OTHER DUTIES AS ASSIGNED

Please note this job description is not designed to cover or contain a comprehensive listing of all activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

- Follow safety regulations and safe work practices, including traffic/barricade compliance, proper trenching and shoring procedures and confined space entry procedures.
- Perform preventive maintenance on water distribution, wastewater collection and stormwater infrastructure.
- Assist in completing water service line "hot taps" on water mains; assist in completing sewer service line taps on wastewater mains.
- Assist in the installation, maintenance, repair and replacement of water mains, valves, fire hydrants, water service lines, meters and related appurtenances.
- Assist in the installation, maintenance, repair and replacement of wastewater mains, manholes, cleanouts and related appurtenances.
- Assist in the installation, maintenance, repair and replacement of stormwater mains, catch basins, drains, drywells and related appurtenances.
- Read and interpret the City's Geographic Information System utility maps.
- Open and close work orders by appropriately documenting, reviewing and updating work performed using Tempe's asset management system.
- Respond to and answer customer inquiries.
- Perform related duties as assigned.

### COMPETENCIES

<i>CLASSIFICATION LEVEL</i>	<i>INCLUDES</i>	<i>COMPETENCIES</i>
Foundational	All Employees	Inclusion, Communication, Interpersonal Skills, Integrity, Professionalism, and Willingness to Learn
Non-Supervisory	In Addition >	Teamwork, Customer Service, Initiative, and Dependability / Reliability
Supervisory	In Addition >	Staffing, Monitoring Work, Delegating, Development / Mentoring, and Support Others
Manager	In Addition >	Preparing / Evaluating Budgets, Monitoring / Controlling Resources, and Motivating / Inspiring
Deputy Director	In Addition >	Entrepreneurship and Networking

Director	In Addition >	Organizational Vision
<p>For more information about the City of Tempe's competencies for all classifications:  <a href="#">City of Tempe, AZ : Competencies</a></p>		

JOB DESCRIPTION HISTORY
<p><i>Effective February 2000</i></p> <p><i>Revised May 2001</i></p> <p><i>Revised July 2001 (Range adjustment)</i></p> <p><i>Revised April 2002 (update Certifications)</i></p> <p><i>Revised September 2003 (update Certifications)</i></p> <p><i>Revised November 2003 (updated Experience)</i></p> <p><i>Revised November 2006</i></p> <p><i>Revised May 2016 (Stormwater)</i></p> <p><i>Revised March 2018 (update Stormwater min quals &amp; job duties)</i></p> <p><i>Revised March 2019 (PW reorg – move to Municipal Utilities Dept.)</i></p> <p><i>Revised September 2019 (update minimum qualifications)</i></p> <p><i>Revised September 2020 (update reporting relationship, minimum qualifications, and job duties)</i></p> <p><i>Revised February 2022 (update CDL requirement)</i></p> <p><i>Revised November 2022 (remove SBP, update distinguishing characteristics, reporting relationships, min quals, and job duties)</i></p> <p><i>Revised March 2023 (update min qualifications)</i></p> <p><i>Revised September 2023 (update min qualifications -added driver's license)</i></p>

## PHYSICAL DEMANDS AND WORK ENVIRONMENT

**Job Title: Utility Services Technician I+**

**Job Code: 441**

VEHICLE OPERATION	YES	NO
Will this position drive a City vehicle?	X	
Will this vehicle require a Commercial Drivers License?	X	

	Never 0% of time	Occas. 1-35% of time	Freq. 36-65% of time	Contin. 66-100% of time

ENDURANCE				
Sit		X		
Stationary / Stand		X		
Move / Traverse			X	

WORK WITH OR EXPOSURE TO THE FOLLOWING				
Machinery*		X		
Electrical*	X			
Power Tools*		X		
Hand Tools*		X		
Personal Protective Equipment*		X		
Fumes		X		
Computer Software			X	
Chemicals		X		

ENVIRONMENT				
Indoors		X		
Outdoors				X
Working in or around water				X
Extreme Heat			X	
Extreme Cold		X		
Office Setting		X		
Confined Spaces		X		
Excessive Noise**			X	
Heights		X		
Sewage Exposure			X	
Bodily Fluid Exposure		X		

VISION REQUIREMENTS	YES	NO
<b>Close</b> (clear vision at 20 inches or less)	X	
<b>Distance</b> (clear vision at 20 feet or more)	X	
<b>Color</b> (ability to identify and distinguish colors)	X	
<b>Depth Perception</b> (three-dimensional vision, ability to judge distances and spatial relationships)	X	
<b>Peripheral</b> (ability to observe an area that can be seen up and down or to the left and right while eyes are fixed on a given point)	X	
<b>Ability to adjust focus</b> (ability to adjust the eye to bring an object into sharp focus)	X	
<b>No Special Vision Requirements</b>		X

Maximum LIFT / CARRY	Lift	Carry
5-25lbs		
26-50lbs		
51-75lbs		X
76-100lbs	X	

Maximum PUSH / PULL	Push	Pull
5-25lbs		
26-50lbs		
51-75lbs	X	X
76-100lbs		

MOVEMENT	YES	NO
Bend / Stoop / Twist	X	
Crouch / Squat	X	
Kneel / Crawl	X	
Above Shoulder Level	X	
Below Shoulder Level	X	
Repetitive Arm Use	X	
Repetitive Wrist Use	X	
Repetitive Hand Use	X	
Climb Stairs / Ladders	X	
Neck Range of Motion	X	
Traverse Uneven Surface	X	
Traverse Even Surface	X	

ADDITIONAL CONSIDERATIONS:
- Must be physically present
- May require working extended hours, including holidays, weekends, nights, and callbacks. Assignments require stand-by shifts outside the normal work schedule.
- May work alone for extended periods of time.
-Use Microsoft applications (Outlook, excel, powerpoint, and word).
- CDL License, Class A, with a Tanker Endorsement

*DEFINITIONS/EXAMPLES
<b>Machinery:</b> bucket truck, riding mowers, backhoe etc.
<b>Electrical:</b> wiring, outlets, fuses etc.
<b>Power Tools:</b> cut off saw, pumps, generators, compressors, plasma cutter, welder, etc.
<b>Hand Tools:</b> tampers, shovels, wheel barrels, saws etc.
<b>Personal Protective Equipment:</b> respirators, Tyvek coveralls, hard hats, fall protection harness etc.

**\*\* Hearing test is required**