

Title: Maintenance Utility Locate Technician
Cost Center: 321
Date: 3/25/12
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11. The employee must be punctual and timely in meeting all requirements of performance, including, but not limited to, attendance standards and work deadlines; beginning and ending assignments on time; and scheduled work breaks, where applicable.

GENERAL QUALIFICATIONS

EDUCATION & SPECIAL LICENSE(S)/CERTIFICATIONS:

High school diploma or equivalent required. Associate's degree or course work in Electrical Design, Electrical Construction and/or Electronics preferred. Possess or acquire within 12 months of hire, IMSA (International Municipal Sign Association) Roadway Lighting Specialist I certification. Possess at the time of hire a valid Class A commercial driver's license with air brake, tankers and Hazmat endorsements. Must maintain an insurable driving record.

EXPERIENCE:

Three years public works maintenance experience or an equivalent level of experience. Two years of experience in underground utility locating and familiarity with the Kansas State One Call system preferred.

SKILLS:

1. Good oral and written communication skills.
2. Good listening skills.
3. Good Manual dexterity.
4. General construction and mechanical skills.
5. Good driving skills.
6. Good tactful social skills.
7. Good problem resolution skills and attention to detail.
8. Good basic math and reading skills.
9. Intermediate computer skills including knowledge of GBA and Camp software applications.
10. Good Time management skills

MENTAL REQUIREMENTS:

1. Ability to read and comprehend city codes and design standards.
2. Ability to read and interpret GIS mapping and utility location diagrams.
3. Ability to read and understand building plans and construction specifications
4. Ability to carry out assignments through written and oral instructions
5. Ability to assess circumstances and use reasonable judgment in discretionary situations.
6. Ability to prioritize and complete work under tight time deadlines.
7. Ability to operate electronic underground line locating equipment
8. Ability to recognize safety hazards and perform work safely in field construction areas.
9. Alpha/numeric recognition
10. Ability to learn and understand PC software applications
11. Ability to stay alert for long periods of time.
12. Ability to work independently.
13. Ability to work in a team.
14. Ability to take on a leadership role.

PHYSICAL REQUIREMENTS:

1. Hand, eye, and body coordination able to operate electronic devices, computers, light to moderately heavy machinery, equipment and vehicles.
2. Ability to withstand adverse weather conditions.
3. Ability to withstand exposure to vibrations, excessive noise, fumes and confined spaces.
4. Ability to stand or walk for extended periods of time.
5. Ability to transverse rough terrain on foot.
6. Ability to climb up and down for distances.
7. Ability to work with exposure to noise.
8. Ability to distinguish among colors.
9. Ability to climb on, enter, exit and drive city vehicles and equipment.
10. Ability to work at extended heights.

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SEE ESSENTIAL FUNCTIONS BELOW FOR ADDITIONAL PHYSICAL REQUIREMENTS

SUPERVISORY RESPONSIBILITY (Direct & Indirect):

Indirect – team leader role.

The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to this job.

ESSENTIAL FUNCTIONS

ACTIVITY	DURATION	DESCRIPTION
Standing	Frequent	even and uneven surfaces
Walking	Frequent	even and uneven surfaces
Sitting	Frequent	motor vehicle operation
Driving	Frequent	motor vehicle operation
Bending	Frequent	various postures required to complete requirements
Stooping	Frequent	various postures required to complete requirements
Twisting	Frequent	various postures required to complete requirements
Kneeling	Frequent	various postures required to complete requirements
Squatting	Frequent	various postures required to complete requirements
Crawling	Occasional	various postures required to complete requirements
Stairs	Occasional	enter / exit vehicle - cab and truck bed
Ladders	Occasional	enter / exit various surfaces on vehicles

LIFTING	WEIGHT	HEIGHT	FREQUENCY	DURATION	DESCRIPTION
Hub	58 lbs.	24- 0 inches	variable	occasional	two hand lift
Brake Drum	112 lbs.	0- 24 inches	variable	occasional	two hand lift
Miscellaneous tools	0- 10 lbs.	0- 60 inches	variable	frequent	one or two hand lift
Tack Oil Wand	7 lbs.	0- 69 inches	variable	occasional	street repair
Shovel with asphalt	0- 35 lbs.	0- 56 inches	variable	occasional	street repair
Street saw	40 lbs.	0- 19 inches	variable	occasional	street repair
Wand	5 lbs.	0- 69 inches	variable	occasional	street repair
Spray cart	90 lbs.	0- 49 inches	variable	occasional	bridge crew - 2 person
Traffic cones	25 lbs.	0- 49 inches	variable	occasional	bridge crew
Traffic baracade	22 lbs.	0- 49 incches	variable	occasional	bridge crew
Carbite Blade	62 lbs.	0- 20 inches	variable	occasional	snow preparation
Spinner	100 lbs.	0- 24 inches	variable	occasional	snow preparation
Tailgate doghouse	95 lbs.	0- 61 inches	variable	occasional	snow preparation - 2 person
Concrete	80 lbs.	floor to waist	variable	occasional	misc. requirements

*** This is a list of observed essential functions on one date only that provides a sample range of occupational requirements; there are other items that are required to be lifted as a requirement of this position. Frequencies will be variable and dependent on type of work that is required at given time.**

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CARRYING	WEIGHT	DISTANCE	FREQUENCY	DURATION	DESCRIPTION
Hub	58 lbs.	0-5 feet	variable	occasional	two hand carry
Brake Drum	112 lbs.	0-5 feet	variable	occasional	two hand carry
Miscellaneous tools	0-10 lbs.	0-100 feet	variable	occasional	two hand carry
Tack Oil Wand	7 lbs.	0-30 feet	variable	occasional	two person carry
Shovel with asphalt	0-35 lbs.	0-15 feet	variable	frequent	street repair
Street saw	40 lbs.	0-50 feet	variable	occasional	street repair
Wand	5 lbs.	0-15 feet	variable	occasional	street repair
Spray cart	90 lbs.	0-10 feet	variable	occasional	bridge crew
Traffic cones	25 lbs.	0-200 feet	variable	occasional	bridge crew
Traffic baracade	22 lbs.	0-200 feet	variable	occasional	bridge crew
Carbite Blade	62 lbs.	0-10 feet	variable	occasional	snow preparation
Spinner	100 lbs.	0-50 feet	variable	occasional	snow preparation
Tailgate doghouse	95 lbs.	0-50 feet	variable	occasional	snow preparation

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PUSHING	FORCE	FRQUNCY/DUR	DESCRIPTION
Air compressor vacuum / charger	18.5 lbs.	occasional	horizontal force; two hand push
Tire from ground level	38 lbs.	occasional	vertical force; two hand push
Torque required to utilize tools	variable	variable	one or two hand requirement
Street roller	20 lbs.	occasional	street repair - 2 hand push
Street saw	35 lbs.	occasional	street repair - 2 hand push
Spray cart	15 lbs.	occasional	bridge crew - 2 hand push
Snow blade	40 lbs.	occasional	snow preparation

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PULLING	FORCE	FRQUNCY/DUR	DESCRIPTION
Air compressor vacuum / charger	18.5 lbs.	occasional	horizontal force; two hand pull
Torque required to utilize tools	variable	variable	one or two hand requirement
Street roller	20 lbs.	occasional	street repair - 2 hand push
Street saw	35 lbs.	occasional	street repair - 2 hand push
Spray cart	15 lbs.	occasional	bridge crew - 2 hand push
Snow blade	40 lbs.	occasional	snow preparation

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REACHING	DURATION	DESCRIPTION
Below Knee Height	frequent	type of job dependent
Below Waist Height	frequent	type of job dependent
Forward > 2 Feet	frequent	type of job dependent; motor vehicle operation
Above Shoulder Height	frequent	type of job dependent
Lateral Reach	frequent	type of job dependent; motor vehicle operation

*** Duration is rated on highest observed required level of performance; certain requirements may be at a lesser level.**

FINE MOTOR	DURATION	DESCRIPTION
Gripping	frequent	type of job dependent; motor vehicle operation
Pinching	frequent	type of job dependent; motor vehicle operation
Wrist Flexion & Extension	frequent	type of job dependent; motor vehicle operation
Wrist Lateral Deviations	frequent	type of job dependent; motor vehicle operation
Pronation & Supination	frequent	type of job dependent; motor vehicle operation

*** Duration is rated on highest observed required level of performance; certain requirements may be at a lesser level.**

Proprioception Requirements: maintenance are required to be able to identify / assemble / disassemble items (nuts, bolts, washers, etc.) with bilateral hands / fingers without having a direct line of site to the item.

Stairs: all maintenance employees are required to be able to enter / exit vehicles with steps 19 inches and 27 inches