



## CITY OF NEWPORT OREGON UTILITY WORKER I- WASTEWATER COLLECTIONS

The City of Newport Oregon is seeking a reliable and professional Utility Worker Level II/III for our Wastewater Collection Division. This is a non-exempt, full-time/regular position, and is part of the Newport Employee's Association organized bargaining unit. The position salary range is \$3,177.00 - \$4,164.00, plus excellent benefits. Placement in the salary range will be based on the individual's job experience, skills, knowledge, training, and education.

Under the supervision of the Public Works Operations Superintendent, the Utility Worker position in the Wastewater Collection Division primarily ensures safe collection of wastewater through maintenance, construction and repair of wastewater collection pipes, cleanouts, lift stations, sewer services, and other infrastructure within public right-of-way and on public owned facilities and easements. The Wastewater Collection Division is part of the Public Works Department.

### **JOB QUALIFICATION REQUIREMENTS:**

#### **MINIMUM/MANDATORY EDUCATION AND EXPERIENCE REQUIREMENTS:**

Any equivalent combination of education and experience which provides the applicant with the knowledge, skills, and abilities required to perform the duties as described. A typical way to obtain the knowledge, skills and abilities would be:

- High School Diploma or equivalent, and
- Minimum 1-year experience in related field.
- **Oregon Wastewater Collections Level I certification within 18 months of hire.**

**KNOWLEDGE:** Knowledge of field installation of underground utilities; construction; and maintenance and repair of heavy equipment. Knowledge of occupational hazard and effective/proper safety standards, practices and procedures related to equipment operation, heavy labor, and the use of hand and power tools and equipment. Familiarity with the operations, materials, methods, techniques, and the Federal and State guidelines used in wastewater collections and treatment. Demonstrated knowledge of personal protective equipment (PPE) application, use, and care. Knowledge of area (locations, addresses)

Demonstrated knowledge and ability to use the following equipment: Includes safety precautions, proper operation and user required care and maintenance.

- Jackhammer
- Air Compressor
- Cut-off Saw
- Pumps
- Pressure Washer
- Concrete Saw (walk-behind)
- Compactors
- Chain Saw
- Front-end Loader
- Dump Truck – basic
- Sewer Jetter Truck
- Hoist truck

**SKILLS:** Skill in the use of personal computers, various related software programs, standard office equipment, heavy equipment, including backhoe, and hand and power tools. Proficiency in routine vehicle maintenance, service, and refueling. Proficiency in identifying and working with and around utility locates (call in, identify markings). Understanding and proficiency of radio communication protocol.

**ABILITIES:** Ability to establish and maintain an effective working relationship with City management, employees, Council members, other entities, and the general public. Ability to write work reports and maintain records and logs; read and interpret technical manuals, work orders, blueprints, diagrams, and sketches; Ability to communicate effectively, both orally and in writing, with individuals and groups. Ability to operate heavy equipment and hand/power tools used in public works operations. Physical ability to perform the essential job functions. Consistent availability and response to after-hours emergency call-back

### **SPECIAL REQUIREMENTS/LICENSES**

- Possession of a valid Oregon driver's license at time of hire.
- Possession of a valid Oregon Class A Commercial Driver's License (CDL) with an N (tanker) endorsement within six months of hire.

- Forklift training within six months of hire.
- Backhoe operator certification within 6 months of hire.
- First Aid/CPR within six months of hire.
- Work Zone Traffic Control (flagger) training within 6 months of hire.
- Confined Space training within 6 months of hire.
- Competent person training within 6 months of hire.
- Lock-Out- Tag-Out training within 6 months of hire.
- Occupational Noise Exposure training at time of hire.
- Other certifications as required by position classification.

**PHYSICAL DEMANDS OF POSITION:**

While performing the duties of this position, the employee is frequently required to sit, stand, bend, kneel, stoop, communicate, reach, and manipulate objects. The position requires mobility including the ability to frequently lift or move materials up to 30 pounds and occasionally lift or move materials up to 100 pounds. The position requires the ability to operate a motorized vehicle. Manual dexterity and coordination are required about 90% of the work period while operating equipment such as computers, keyboards, telephones, standard office equipment, maintenance equipment, and motorized vehicles. Physical exertion may be required to move heavy objects, crawl through tight spaces, and kneel in confined areas. Physical effort may be required to perform heavy manual labor in confined and cramped spaces and uncomfortable conditions, climb ladders, bend, reach, and stand for long periods of time.

**WORKING CONDITIONS/WORK ENVIRONMENT:**

Work location is primarily outdoors and may involve exposure to loud noise, dust, mud, uneven terrain and varying and extreme weather conditions. Employees in this position are exposed to the risk of physical harm from hazards found in the field environment such as heavy equipment, tools, loud noise, and extreme weather.

Subject to 24-hour call back for emergencies.

**TO APPLY:** City application forms are available on the city website at [www.newportoregon.gov](http://www.newportoregon.gov), or picked up from the City Manager's Office at the Newport City Hall, 169 SW Coast Highway, Newport, Oregon 97365. In addition to completing the application, applicants must attach the following documents to their profile in order to be considered for this position: A detailed cover letter describing how you meet the specific qualifications for this position and your interest in the position, and a current resume, detailing experience, and education. Application materials should be sent to: City of Newport, Attention: Human Resources, 169 SW Coast Highway, Newport, Oregon 97365, or e-mailed to [jobs@newportoregon.gov](mailto:jobs@newportoregon.gov). **The position will be open until 5:00pm on May 19, 2017.**

The City of Newport is an EEO employer and veteran's preference provider. All qualified applicants will receive consideration for employment without regard to age, race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected under state, federal, or local law.

All offers of employment are subject to successful completion of a complete background check, reference checking, and in the case of safety sensitive positions, drug and alcohol testing.