

**POSITION: Field Technicians FT Non-Exempt**

**Reports to: Field Supervisor**

**Primary Objective of Position:**

**Essential Job Functions:**

Perform repair and maintenance on all district property and equipment, maintain the distribution and collection systems in compliance with state and federal standards. Among other equipment and property, this would include mains, septic tanks, curb stops, fire hydrants, valves, meters, out readers, buildings, vehicles, mowing grass, janitorial duties, and any other repair and maintenance requested by the GM, AGM or FS.

The **FT** must:

- This employee will act as Field Supervisor in the absence of the Field Supervisor.
- This employee will perform all duties as directed by the General Manager and Field Supervisor.
- Perform repair and maintenance on all district property and equipment, maintain the distribution and collection systems in compliance with state and federal standards.
- Among other equipment and property, this would include mains, septic tanks, curb stops, fire hydrants, valves, meters, out readers, buildings, vehicles, mowing grass, janitorial duties, and any other repair and maintenance requested by the General Manager or Field Supervisor. Records will be kept of repairs and maintenance as requested by the General Manager or Field Supervisor.
- Sampling as required by state law or requested by the General Manager or Field Supervisor.
- Perform taps on water and sewer mains.
- Make recommendations for ordering and purchasing necessary equipment and supplies.
- Inspection of all water and sewer installations, including main extensions, service lines, septic tanks, etc., to insure they are installed to meet district specifications.
- Locating mains, curbstops, valves, etc. as requested.
- Operation of valves and fire hydrants on an annual basis.
- Read meters monthly.
- Keep records of inspections, taps, water and sewer flows, etc. as directed.
- May sometimes be requested to help with duties in the office.
- Obtain adequate immunizations for working in a wastewater facility (District funded).
- Submits to random alcohol and drug testing per District regulations.

This position will be considered an on-call position. The employee filling this position will participate in the on-call rotation and while on call will be compensated at the current on call rate as adopted by the district. This on call policy is described in section \_\_\_ of the District Personnel Policy.

**Physical activities that are associated with duties pertaining to this job description include, but are not limited to the following:**

- Crawling under mobile homes or crawl spaces of homes to repair and replace meters.
- Climbing in and out of meter pits.
- Climbing in and out of ditches
- Squatting while performing certain duties.
- Considerable amount of walking.
- Considerable amount of getting in and out of vehicles.
- Pulling manhole covers weighing up to 100 lbs.

**Education, Training and Experience Requirements:**

- Possession of Class 2 Certification in Water Distribution
- Class 3 Water Treatment Certification.
- Attendance will be required at schools and workshops to remain in compliance with required continuing education credits.
- Valid Montana driver's license

**This Job Description is intended to fully cover the position but may not contain an exhaustive listing of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment of the position.**

**This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and/or employee, or requirements of the job change.**