

To apply, submit an online application at <https://www.governmentjobs.com/careers/casperwy>



CITY OF CASPER
invites applications for the position of:
Utility Worker I or II -
Water Distribution Garage

SALARY: \$18.23 - \$22.14 Hourly
\$3,159.87 - \$3,837.60 Monthly
\$37,918.40 - \$46,051.20 Annually

OPENING DATE: 10/30/18

CLOSING DATE: Continuous

CLASS SUMMARY:

Assigned to: Water Distribution Garage

(Open until filled)

This position is for Monday-Friday 8:00 a.m. - 4:30 p.m. schedule with on-call every fourth week

Pay rate for successful applicant is dependent on experience.

Utility Worker I

\$18.23 to \$22.14 Hourly

Utility Worker II

\$23.32 to \$28.36 Hourly

Incumbents are responsible for operating heavy and light standard maintenance equipment related to water distribution and wastewater collection systems. Responsibilities may include making taps for new water and wastewater utility services; cleaning and replacing filters; and maintaining equipment. Receives general supervision from higher level supervisory and management staff in assigned division.

This position is driving essential (see driving requirements below).

TYPICAL CLASS ESSENTIAL DUTIES:

1. Performs maintenance duties including installing, repairing, cleaning and replacing curb stops, manholes, fire hydrants, valves, meters, meter vaults and boxes.
2. Drives and operates construction equipment including dump trucks, backhoes, front loaders, and trenchers; assists with other equipment such as compressors, jack hammers, concrete saws, and closed circuit television (CCTV) inspections.
3. Performs minor repairs on equipment and reports the need for major repairs; checks and adjusts fluid levels; greases and lubricates parts as required.
4. Operates and maintains a variety of light equipment and tools in order to perform maintenance activities.
5. Inspects, flushes, cleans, and repairs wastewater mains, lines, and laterals; cuts and removes roots from sewer mains using vactor trucks, cutting nozzles, and other types of equipment as assigned.

6. Operates, maintains, and identifies equipment needs for each assigned project.
7. Cleans and maintains pumping and lift stations; checks and replaces pump lubrication and packing; cleans and replaces filters; and repairs and maintains sanitary sewer manholes as assigned.
8. Periodically serves standby duty after hours and on weekends for water and sewer service emergencies.
9. Represents the City of Casper by responding to the public, citizens, its employees, and others in a prompt, professional, and courteous manner while continuously maintaining a positive customer service demeanor.
10. Follows all City safety procedures. Reports all accidents/incidents immediately to supervisor.
11. Performs other duties of a similar nature or level.

Knowledge (position requirements at entry):

Knowledge of:

- Operation, maintenance, and repair requirements of tools and power-driven equipment.
- Basic utility infrastructure and maintenance practices and procedures.
- Practices, methods and materials used in utility construction and maintenance work.
- Applicable tools and equipment utilized in the trade.
- Safety procedures.
- Manual labor practices.

Abilities (position requirements at entry):

Ability to:

- Respond to call-outs after hours, weekends and holidays within 20 minutes.
- Be flexible with assignments which may change.
- Work both independently and as part of a team.
- Operate a variety of power-driven equipment.
- Perform a variety of utility construction and maintenance tasks.
- Communicate effectively verbally and in writing.
- Follow written and verbal instructions and direction.
- Learn the practices, methods and materials used in utility construction and maintenance work.
- Learn and follow all laws, ordinances and rules involved utility equipment and operations.
- Perform a variety of utility construction and maintenance tasks.
- Assess problems in the field and conduct measures to correct the problem.
- Maintain a neat and professional appearance.
- Establish and maintain effective working relationships with those contacted in the course of work.

Skills (position requirements at entry):

Skill in:

- Use and maintenance of applicable tools and equipment of the trade.
- Operating in a courteous, knowledgeable and tactful manner with staff and general public.
- Oral and written communication, sufficient to exchange or convey effective information and to receive work direction.
- Performing manual labor.

TRAINING, EXPERIENCE & CERTIFICATIONS:**Training and Experience:**

- High school diploma or equivalent (G.E.D.)
- Must be at least 18 years of age.

- Utility Worker I: Minimum of six months of experience performing maintenance work involving the operation of light and medium size equipment and various hand and power tools.
 - Utility Worker II: Minimum of one year of experience performing maintenance work involving the operation of light and medium size equipment and various hand and power tools.

Licensing Requirements:

- Utility Worker I: Possession of, or ability to obtain, a valid Wyoming Class B CDL Driver's License.
- Utility Worker I: Possession of, or ability to obtain, a Level I Water Distribution Operator license through the State Department of Environmental Quality (DEQ) in the State of Wyoming, within 12 months of hire.
 - Utility Worker II: Possession of, or ability to obtain, a valid Wyoming Class A CDL Driver's License when assigned to Water Distribution.
 - Utility Worker II: State Department of Environmental Quality Water Distribution and/or Wastewater Collection Operator Level II certification, as appropriate.

SUPPLEMENTAL INFORMATION & PHYSICAL REQUIREMENTS:

The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

Women, minorities, and individuals with disabilities are encouraged to apply.

Employment with the City of Casper is contingent upon a successful background screen and pre-employment drug test. Applicants who have failed a pre-employment screen or have been terminated from the City of Casper are ineligible for employment consideration for 12 months. You will become eligible for consideration 12 months from the date of your incident (pre-employment screen or termination).

As a condition of employment, the successful candidate must utilize direct deposit for payroll purposes.

Driving records are required for all new employees regardless of the position's driving requirements. If the employee has not held a Wyoming driver's license for the last three years, the employee must provide at their own initiation and expense a driving record from their previous state(s) of residence.

Physical Requirements:

Positions in this class typically require: stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, grasping, talking, hearing, seeing and repetitive motions.

Heavy work: Exerting up to 90 pounds of force using jackhammers occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to lift, carry, push, and pull or otherwise move objects, including the human body.

Incumbent may be subject to extreme temperatures, high vibration, and noise levels using various equipment types.

Note:

This position is eligible to naturally progress to Utility Worker II position once incumbent obtains all the requirements for Utility Worker II. This can only be authorized by the Department Head who determines the operational need and budgetary requirements necessary.

Driving Requirements:

For driving essential positions, employment with the City of Casper is contingent upon a satisfactory driving record. A driving record that reflects any of the following criteria is considered unsatisfactory:

1) Convicted of three (3) or more moving violations within the previous 36 months (three separate, individual incidents);

2) A conviction within the previous 36 months of any of the following:

- Driving under the influence of drugs or alcohol;
- Leaving the scene of an accident;
- Fleeing to avoid arrest;
- Reckless Driving;
- Homicide or assault by motor vehicle;
- Driving without auto insurance;
- Driving on a suspended license;
- Refusal to take blood/breathalyzer test for suspected DUI or impaired driving.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.casperwy.gov>

Position #0845-13
UTILITY WORKER I OR II - WATER DISTRIBUTION GARAGE
HR

200 N. David - Human Resources
Suite 107
Casper, WY 82601
(307)235-8344

neogovalerts@casperwy.gov

Utility Worker I or II - Water Distribution Garage Supplemental Questionnaire

- * 1. Which of the following best describes your level of education?
- Some High School
 - High School Diploma or G.E.D.
 - Some College
 - Associate's Degree
 - Bachelor's Degree
 - Master's Degree
- * 2. What type of Commercial Driver's License (CDL) do you currently possess?
- Class A
 - Class B
 - I do not have a CDL.
- * 3. Do you currently possess a Level I Water Distribution Operator license through the State Department of Environmental Quality (DEQ) in the State of Wyoming?
- Yes
 - No, I do not possess a DEQ Wastewater Operator Certification.
 - Not at this time. I have the ability to obtain within 12 months of hire.
- * 4. Do you have a State Department of Environmental Quality Water Distribution Level II certification?
- Yes
 - No

- * 5. Are you currently 18 years of age or older (If you are dishonest about your age at the time of the application, you will not be considered for this position)?
 - Yes
 - No

- * 6. How many years of experience do you have performing maintenance work involving the operation of light and medium size equipment and various hand and power tools?
 - None
 - Less than 6 months
 - 6 months to less than 1 year
 - 1 year to less than 2 years
 - 2 years to less than 3 years
 - 3 years or more

- * 7. Please describe (in detail) your experience and where you obtained the experience.

- * 8. Do you understand that this position requires on-call hours every four weeks (including weekends and holidays)?
 - Yes
 - No

- * Required Question