

MAJOR FUNCTION

This is highly skilled and technical work wherein incumbents use the knowledge, skills and abilities acquired at the lower level Gas Utility Technician II job classifications to: (1) expertly perform specific duties or a combination of the duties of the lower classifications in natural gas, when assigned; (2) operate specialized or highly complex equipment requiring high operator proficiency; or (3) perform specialized duties on equipment requiring manufacturer certification. Position incumbents are engaged in the construction, operation, maintenance and repair of the natural gas distribution system. Positions allocated to this classification work under general supervision and are given general work requirements. Work in this class is distinguished from that of lower classes by the level of technical responsibility assigned to the job class incumbents and their ability to work with limited direction during the absence of the supervisor. Class incumbents are expected to exercise considerable independent judgment in making the technical decisions to carry out their job responsibilities.

ESSENTIAL AND OTHER IMPORTANT DUTIES**Essential Duties**

Performs physical, skilled and technical construction activities in the maintenance and repair of gas distribution facilities and systems. Erects barricades, traffic control devices and various safety apparatus on worksites. Understands the properties of natural gas to identify potential ignition sources and recognizes and mitigates against abnormal operating conditions for gas utilities. Performs advanced level of maintenance, repair, installation and/or troubleshooting on gas meter sets, gas and water valves, meter boxes, and other associated gas utility components, as is applicable. Performs pipe joining, fusing, pipefitting, and other work associated with the gas utility industry. Performs technical labor such as installing, exchanging & removing meters, building meter and regulator sets, raising valve boxes, pouring concrete and installation of natural gas piping systems. Operates and directs the set-up of various gas utility equipment, such as tapping machines, pipe saws, pipe fusing equipment, and other equipment. Uses hand tools, power tools, electronic equipment, locators, calibration and leak detection devices to perform a variety of tasks in the gas system, as assigned. Performs entrant and attendant work in gas utility confined spaces, excavations and trenching. Operates a computer for work order review and completion and reads/interprets geographical information systems (GIS) data. Keeps records, as required. Attends classes and training designed to provide the knowledge, skills and abilities to become more proficient in natural gas construction and maintenance activities. Demonstrates mastery of knowledge, skills and abilities acquired through classroom and on-the-job training, as required. May train and provide coaching to other crewmembers performing related work on specified jobs. May act as crew leader on specified jobs and maintain records as required. Operates and maintains dump trucks, flatbed trucks, crew trucks, pickup trucks, and other basic motorized equipment used in the construction of gas distribution systems. Will be required to respond under emergency conditions. May be required to provide after normal working hours on-call and/or standby duty. Performs other related work as required.

Other Important Duties

Serves as field instructor for lower level technicians. Performs general cleaning and clean-up in keeping work area neat and orderly. Attends training and continuing education sessions. Keeps inventory and tools available for service trucks in order to keep trucks stocked. Works field orders when staff is short or under heavy workload. Completes work orders on a daily basis. Uses appropriate Microsoft Office applications to set up spreadsheets or other documents used in work. Performs other related work as required.

DESIRABLE QUALIFICATIONS**Knowledge, Abilities and Skills**

Knowledge of occupational hazards and accident prevention methods in assigned area of responsibility. Knowledge of natural gas distribution and operation utility work. Ability to communicate effectively, both orally and in writing. Ability to work effectively with co-workers and the public. Ability to operate a computer and related programs and applications necessary for successful job performance. Ability to safely perform heavy lifting, pushing, pulling, climbing, standing, and squatting for long periods of time. Ability to expertly use all manual and electric tools and equipment required to complete work assignments. Ability to work in an environment that may include extreme heat and confined areas, hazardous conditions, noxious chemicals, and exposure to prolonged high noise levels requiring the use of personal protective equipment. Ability to perform tasks outdoors under varying climatic conditions. Ability to use respiratory protection equipment in compliance with OSHA regulations. Skills in the use of specialty tools and equipment used in maintenance, repair, or construction work. Skill in the use of computers and related applications necessary for successful job performance.

Minimum Training and Experience

Possession of a high school diploma or an equivalent recognized certificate and two years of experience as a Gas Utility Technician II, or in an equivalent position in a utility that involves utility construction, maintenance or repair, and/or the operation of specialized utility construction, maintenance, or repair equipment.

Necessary Special Requirements

In accordance with the designation for positions assigned to this class, incumbents must, at the time of appointment:

Have completed and maintained all required internal training for Underground Utility Technician I and II including, Operator Qualification courses outlined by the City of Tallahassee and provided by Energy World Net. Courses from another provider may be accepted on a case by case basis. Operator Qualification for Gas Utility Technician, must be maintained as a condition of continued employment; and

Possess a Class "A" State Commercial Driver's License (CDL) and endorsement(s) (CDL) and maintain same as a condition of continued employment.

Established: 08-09-17