



## JOB DESCRIPTION

JOB TITLE: Gas, Water, Sewer Laborer

DEPARTMENT: Utility

SUPERVISOR: Utility Supervisor

PREPARED BY: City of Pelham, GA

DATE: August 2020

## GENERAL DUTIES

1. Acts occasionally as lead worker in the preventative maintenance and repair of gas, water, and sewer facilities
2. Performs as a team member of utility repair crew
3. Digs and back-fill trenches
4. Assists in laying gas, water and sewer pipe and repairing damaged or leaking pipe
5. Clean manholes and lift stations
6. Assist in repairing and installing water and gas meters
7. Assist in various construction and reconstruction of stormwater systems
8. Assist in reading gas and water meters, and turning gas and water services on and off
9. Assist with washing and maintaining equipment in proper working order
10. Drive and operate the various vehicles
11. Keep work areas clean and organized
12. Keep unauthorized people away from work area
13. Stock trucks with material commonly used daily
14. Assist with cleaning warehouse and storage yard area
15. Use of various hand and power tools

16. Assist with loading of various materials onto trucks and/or trailers

17. Perform additional duties as directed

#### SKILLS AND ABILITIES:

1. Ability to communicate with others and to assimilate and understand information, in a manner consistent with the essential job functions.
2. Ability to make sound decisions in a manner consistent with the essential job functions.
3. Ability to work outside their regular scheduled hours, to be available for emergency and/or prearranged work.
4. Ability to perform duties involving prolonged standing, sitting, crouching and/or stooping.
5. Ability to push, pull, and position tools, equipment, and structural material weighing in excess of 100 pounds.
6. Ability to lift loads weighing up to 100 pounds.
7. Ability to work on smooth or uneven surfaces and under varying climatic conditions.
8. Ability to work with small components.
9. Ability to operate assigned equipment and vehicles.
10. Ability to accurately read and record meter data.
11. Ability to receive formal gas training and achieve certain public gas certifications.

#### OTHER REQUIREMENTS:

1. Possession of a valid driver's license with the State of Georgia.
2. Ability to respond to afterhours outages, emergencies or other situations within twenty (20) minutes.
3. High school diploma or equivalent.

#### COMPENSATION

Pays \$10.00/hr. to start. The city offers medical, dental, vision, and life insurance options, along with a lucrative retirement plan through Georgia Municipal Association

#### APPLYING

Submit a resume and city application in person, by U.S. mail, or by email. Contact (229)294-7900 menu option 5 or City of Pelham, Attn Mrs. Donna Wills, 108 Hand Ave W, Pelham, GA 31779.