TITLE	Utility Maintenance Technician
FACILITY	Parkway Maintenance and Management Co.
JOB CODE	
DEPT. NUMBER	110031
DEPT. NAME	Utility
LOCATION	Clearwater – Parkway Maintenance
EFFECTIVE DATE	2017
STATUS	☒ Non-exempt ☐ Exempt

Job Summary/Overview

The Utilities Maintenance Worker has the responsibility to inspect, test, maintain and replace components of the domestic water supply system, the waste water system, the reclaimed water system, the irrigation system and the roadway drainage system located in the common areas, recreation buildings and maintenance buildings.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Essential Duties and responsibilities

The following statements describe the principal functions of this position and its scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties assigned, including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance workload. Essential and other important responsibilities and duties may include, but are not limited to, the following:

- Inspecting, maintaining and repairing all components of the roadway and property drainage system and structures
- Inspecting, maintaining and repairing all irrigation piping and devices
- Inspecting, maintaining and repairing all reclaimed water piping, structures, pumping and storage structures
- Inspecting, maintaining and repairing the gravity waste system from the buildings to the waste treatment plant
- Maintains and replaces all water meters
- All water shut offs and turn on for the residents
- Pressure washing sidewalks and other high profile areas as assigned
- Inspects, maintains and repairs all plumbing fixtures in the building' laundry rooms, recreation centers and employees' rest rooms in the various buildings

Qualifications (Education, Experience, Knowledge and Abilities)

Education and Experience

- High School Diploma/GED or equivalent combination of education and work experience.
- Ability to read, write, speak and understand English

Knowledge and Abilities

- Experience with and knowledge of plumbing techniques, fixtures, devices and piping
- Experience with and knowledge of irrigation devices and techniques
- Experience in handling and completing work orders in a timely manner

Working Conditions

The working conditions described are typical of those an employee encounters while performing the essential functions of the job.

- While performing the duties of this job, the employee will occasionally be required to work efficiently and accurately in an atmosphere of frequent interruption, to be exposed to wet or humid conditions, moving mechanical parts, high precarious places, fumes or airborne particles, toxic or caustic chemicals, explosives and vibration.

- The individual will regularly be exposed to outdoor weather conditions and risk of electrical shock. Work may require exposure to prolonged high noise levels.

- Occasionally works in high precarious places such as the elevated levels both inside and outside of storage tanks.

- Works in confined spaces in compliance with Occupational Health and Safety Administration (OSHA) regulations.

Hazardous Exposure

May involve exposure to toxic chemicals, fumes, and particles, blood, body fluids, or tissues through contact with injured workers. Situations can be imagined or hypothesized under which anyone, anywhere, might encounter potential exposure to body fluids.

Physical requirements

While performing the duties of this job, the individual will be required to reach with hands and arms, climb or balance, stoop, kneel, crouch or crawl, and taste or smell; will regularly be required to stand, walk, and to lift up to 60 pounds. Vision requirements are close, distance, color, and peripheral vision, depth perception, and the ability to adjust focus. The Technician must be able to dig holes and work in close quarters in many positions. He or she must be able to climb down into holes, etc.

Organizational Relationships

The Utilities Maintenance Worker is in a front line position to deal with residents and guests at times. Customer Service, respect and diplomacy are stressed at all times. The appearance, actions and words of this person will determine how the resident views the rest of the company. The Utilities Maintenance Worker will conduct themselves at all times, in a professional mater, as a representative of Parkway Maintenance.

This position has no supervisory responsibility.

Direct Reports: Assistant Superintendent of Utilities and works closely with all other members of Parkway Maintenance and other entities.

Approved by:	
Date Approved:	
Date of Exempt/Non-Exempt Status Form:	
Reviewed by HR:	
Employee Acknowledgement	**This is to certify that on this date _____, I have received, read, understand and will comply with the above Job Description. If there is a procedure/provision in the Job Description that I do not understand I will seek clarification from the Department Manager or Human Resources.** **Employee Name (Please Print)** _____ **Employee Signature** _____