



TITLE: Utility Technician

STATUS OF EMPLOYMENT: Full-time, Year Round

SALARY CLASSIFICATION: Hourly - Grade 17

BENEFITS: Hourly Employee Benefit Package

GENERAL STATEMENT OF DUTIES:

The Utility Technician maintains and enhances Park District's lands and facilities by performing skilled and semi-skilled jobs in a manner, which assures the highest standard of maintenance, safety and service to the public. Responsible for buildings and trades work in maintaining facilities and structures; including but not limited to, electrical, mechanical and plumbing of facilities and keeping equipment in good working order. Assist with the maintenance of equipment and vehicles, and assists with the construction of certain park improvement projects.

SUPERVISION RECEIVED:

Reports directly to the Operations Service Manager, or as assigned, to the Project Manager or other designated supervisor.

SUPERVISION EXERCISED:

May be called upon to provide work direction to other technicians and seasonal maintenance employees.

DUTIES AND RESPONSIBILITIES:

Essential Functions:

1. Installs and makes repairs on vehicles, machinery and mechanical equipment.
2. Installs and makes repairs on electrical, plumbing, heating and cooling systems.
3. Makes repairs on buildings and structures including carpentry, masonry and painting repairs. Assists in the construction and rehabilitation of park facilities.
4. Makes welding repairs on equipment and structures.
5. Estimates costs of various repairs.
6. Carries out duties and responsibilities in safe and efficient manner to maintain safe work environment and surrounding area. Responds to hazardous situations and/or potentially unsafe conditions by taking corrective action, and promptly notifying supervisory personnel. Participates in the safety and risk management programs of the Park District.
7. Solicits quotes for parts, materials & services.
8. Makes purchases and coordinates services, working within established budget and

- purchasing guidelines and policies.
9. Performs metal design and fabrication using plasma cutters, welders, etc.
 10. Notifies supervisor of key issues promptly, and advised of work that needs to be done and progress of assigned jobs.

Other functions:

1. Performs all of the duties of a Park Technician II, as needed.
2. Instructs/trains other technicians in the trade/skill or operation of a wide range of tools/equipment. Provides work direction, changes work assignments, and corrects work activity of other technicians and seasonal maintenance employees when assisting the utility technician carry out his/her job duties.
3. Continue toward self-improvement by participating in ongoing training, seminar/conference and related coursework.
4. Assists in special events and activities offered by the Park District.
5. Performs related duties as apparent or assigned.

QUALIFICATIONS:

1. Education:
Graduation from High School or GED required. Specialized training in automotive and construction trades preferred.
2. Experience:
Minimum of (3) years of experience performing mechanical, plumbing, heating, and cooling equipment and competent mechanical aptitude. Experience in the operation of dump trucks with air brakes and with or without trailers preferred.
3. Knowledge and abilities:
 - Ability to read and interpret written and oral plans, designs and instructions.
 - Ability to perform all skilled or semi-skilled jobs listed above. Ability to work without supervision.
 - Ability to perform a wide range of maintenance and simple construction tasks, some of which include heavy manual labor, outdoors in all weather conditions.
 - Ability to operate and perform routine maintenance on vehicles and equipment.
 - Ability to work from ladders, scaffolds and aerial lifts.
 - Knowledge of and ability to use standard hand and power tools used in the maintenance of park lands, buildings, facilities and equipment, and in the construction of park improvements.
 - Knowledge of the hazards and safety precautions in loading, hauling, unloading heavy and unstable loads.
 - Working knowledge of basic mechanical, plumbing, heating and cooling equipment and a good mechanical aptitude.
 - Demonstrated initiative and creativity.
 - Keeps current with new production methods, techniques and materials.
 - Ability to exercise good judgement.

- Basic computer skills for researching, communicating and record keeping.
 - Demonstrated ability to exhibit leadership consistent with teamwork approach that recognizes contribution of all employees.
 - Demonstrated emotional intelligence to include: demonstrated self-awareness and accurate self-assessment, demonstrated sensitivity and empathy, demonstrated positive attitude, demonstrated openness, reliability, trust and consistency.
4. Required Licenses/Certifications/Training:
- State of Ohio Commercial Driver's License, Class A with driving record in compliance with Park District's policies.
 - First Aid and CPR certification within first year of employment required.
 - Confined space training within 2 years.
 - Load securement training within 1 year.
 - Trench and excavation competent person certification within 2 years.
 - Certification in HVAC, electrical, ASE, plumbing, welding preferred.
5. Physical Requirements:
Physical condition adequate to perform all related duties and assignments.

Essential Physical Demands and Working Environment

While performing the duties of this job, the employee is regularly required to stand, walk (often on uneven terrain), talk and hear. The employee frequently is required to use hand to finger, handle or feel and is required to reach with hands and arms. The employee is required to sit; climb or balance; stoop, kneel, crouch or crawl. The employee may be exposed to high, precarious places. The employee must regularly lift and/or move up to 50 pounds and may occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and ability to adjust focus.

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts; extreme outside weather conditions including temperature, humid and wet; fumes or airborne particles; and confined spaces. The noise level of the working environment may often be loud.

CONDITIONS OF CONTINUED EMPLOYMENT:

Must successfully complete a 180 day probationary period. Promoted employees must successfully complete a probationary period per the collective bargaining agreement.