

Position Description

Position: Utility Worker II

Department: Public Works

FLSA Status: Non-Exempt

Classification: Journey-Level

Reports To: Public Works Operations Manager or Public Works Director

Summary

Under general supervision, the Utility Worker II performs a full range of skilled and semi-skilled public works duties involving the construction, operation, maintenance, and repair of City of Manzanita streets, water distribution systems and stormwater systems, parks, and other City-owned infrastructure. This is a **journey-level classification** with significantly higher expectations for independence, technical competence, reliability, and accountability than Utility Worker I. Employees are expected to identify issues, take corrective action, and complete assignments with minimal supervision.

Distinguishing Characteristics

Utility Worker II differs from Utility Worker I in that incumbents:

- Work independently with minimal supervision;
 - Perform skilled tasks across multiple public works disciplines;
 - Diagnose system and infrastructure problems and determine appropriate corrective action;
 - Are responsible for completing work to established standards without direct oversight;
 - Will serve as a lead worker on daily assignments; and
 - Assist with training and mentoring entry-level staff.
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Essential Duties and Responsibilities

Essential duties may include, but are not limited to, the following:

- Independently construct, maintain, and repair water distribution, and stormwater systems, including mains, services, valves, hydrants, meters, catch basins, and related appurtenances
- Perform skilled street maintenance activities including concrete finishing, asphalt patching, sidewalk and curb repair, and right-of-way maintenance
- Operate, inspect, and maintain pump stations, lift stations, and associated mechanical and electrical components; identify and correct operational issues or report complex problems
- Inspect, maintain, and repair pumps, valves, blowers, compressors, engines, and related equipment
- Perform preventive maintenance and routine servicing of City vehicles, tools, and equipment
- Operate dump trucks, backhoes, tractors, mowers, sweepers, jackhammers, air compressors, and other light to medium-duty equipment safely and efficiently
- Maintain parks, landscaped areas, and City properties, including mowing, vegetation control, and general upkeep
- Install and maintain traffic control devices, signage, pavement markings, and crosswalks in compliance with safety standards
- Respond to service requests, citizen concerns, and emergencies in a professional manner
- Participate in on-call, after-hours, weekend, and emergency response rotations
- Maintain accurate records of work performed, inspections, and materials used
- Identify unsafe conditions, code concerns, or infrastructure deficiencies and take corrective action
- Provide guidance, training, and assistance to Utility Worker I employees as assigned
- Ensure work sites are clean, organized, and compliant with safety requirements
- Comply with all City safety policies, procedures, and regulatory requirements
- Perform related duties of similar complexity and responsibility as assigned

Other Duties

The duties listed above do not include all tasks that may be assigned. Employees may be required to perform other duties of similar complexity and responsibility consistent with the position.

Minimum Qualifications

Education and Experience

- High school diploma or GED required
- **Two (2) years of progressively responsible experience** in public works, utilities, construction, or a closely related field

Skills and Abilities

- Ability to work independently and exercise sound judgment
 - Ability to read and interpret work orders, plans, and technical instructions
 - Ability to safely operate public works equipment and tools
 - Ability to identify problems and implement appropriate corrective action
 - Ability to communicate effectively with supervisors, coworkers, contractors, and the public
 - Ability to assist with training and mentoring entry-level staff
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Licenses, Certifications, and Other Requirements

- Possession of a valid Oregon driver's license at time of hire
 - Possession of, or ability to obtain within a specified timeframe:
 - Oregon Water Distribution Class I Certification
 - Oregon Water Treatment Class I Certification
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Desirable Qualifications

- Cross Connection Control Certification
 - Additional water or stormwater certifications
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Physical and Mental Demands

- Ability to perform strenuous physical labor, including lifting, carrying, pushing, and pulling objects weighing up to **50 pounds**
- Ability to work in trenches, confined spaces, around traffic, and on uneven surfaces
- Ability to work with hazardous materials, including chlorine and other treatment chemicals

- Ability to work outdoors in all weather conditions
 - Ability to respond to emergency call-outs and work outside normal business hours
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Working Conditions

- Work is primarily outdoors with exposure to traffic, heavy equipment, noise, dust, chemicals, and weather extremes
 - Regular participation in after-hours, weekend, holiday, and emergency response work is required
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This classification reflects elevated expectations for technical skill, independence, accountability, and leadership consistent with a journey-level public works position for the City of Manzanita.