

JOB DESCRIPTION
VIRGINIA PUBLIC UTILITIES

Date Updated Approved by

Bargaining Unit Non-Bargaining

I. **TITLE:** SERVICEPERSON

II. **RATE OF PAY:** Pay Grade 19 As Per Bargaining Unit Agreement
(90% of listed rate for first 6 months of employment for new employees)

III. **REPORTS TO:** SUPERVISOR-STEAM, WATER & GAS

IV. **RESPONSIBILITIES** (not meant to be inclusive of all duties to be assigned):

This individual is responsible for performing skilled and semi-skilled work in connection with plumbing, pipe fitting, welding and related trades involved in the installation, maintenance and repair of water, gas, and district steam heating distribution systems.

- Installs, maintains and repairs water, gas and district steam heat lines within the jurisdiction of this Utility.
- Installs, maintains and repairs meters, regulators, valves, traps, expansion joints, etc. involved in the operation and distribution of water, gas and district steam heating.
- Reads and records meter readings when assigned.
- Does carpentry and cement work.
- Digs ditches, back fills and performs other work relative to the installation, maintenance and repair of water, gas or district steam heat systems.
- Drives trucks, operates air compressor, backhoe, skidster and other mechanical equipment.
- Does minor arc and gas welding.
- Performs other related work as assigned.

V. **WORK SCHEDULE:**

- Generally day shift
- May be asked to work extra shifts, call outs, or trouble call duty.
- Must be able to meet the reasonable response time as specified in the current AFSCME contract.

VI. **MINIMUM QUALIFICATIONS:**

1. Educational
 - Graduation from high school or equivalent required.
 - Four years experience in installation, maintenance and repair of water, gas and district steam heat distribution systems or successful completion of Utility Serviceman Apprenticeship.
2. Knowledge and Experience
 - Thorough knowledge of hazards of occupation.
 - Thorough familiarization of water, gas and district steam heating distribution systems.
 - Should have an analytical mind to be able to solve problems of both a technical and operational nature.
 - Should have good communication skills.
 - Ability to understand all relevant codes (water, gas, steam, hot water).
3. Required Licenses, Certifications, Training
 - Must have a valid Class B Commercial driver's license; subject to random drug and alcohol testing
 - Must have or achieve training on pulling electrical meters
 - Must have or achieve required OPS gas training
4. Other
 - Ability to understand and carry out written and oral instructions.
 - Should be able to get along with individuals at all levels, both inside and outside the Department.
 - Must be able to deal with customers with unflinching courtesy and tact.
 - Must be able to perform the duties of the position.
 - It is desirable an individual be promotable to positions of higher responsibility.

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VII. PHYSICAL REQUIREMENTS are those necessary to successfully perform the essential functions of this job:

1. While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and talk or hear.
2. The employee frequently is required to stand and stoop, kneel, crouch, or crawl.
3. The employee is occasionally required to walk, sit, climb or balance, and taste or smell.
4. The employee must frequently lift and/or move up to 50 pounds.
5. Specific vision abilities required by this job include distance vision, peripheral vision, and depth perception.

VIII. WORK ENVIRONMENT are those encountered while performing the essential functions of this job:

1. While performing the duties of this job, the employee frequently works near moving mechanical parts, in outside weather conditions, and with explosives and is frequently exposed to extreme heat.
2. The employee is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, extreme cold, and vibration.
3. The noise level is usually loud (traffic, equipment, etc.)