



JOB DESCRIPTION HUMAN RESOURCES

Title:	Utility Technician I	Reports To:	Foreman/Coordinator
Department:	Utility Department / Various	Exemption:	Non-exempt
Date:	12-19-14	Shop:	Large

SAFETY SENSITIVE POSITION

Primary Purpose: Assist mechanics/technicians in dismantling basic motors. Clean parts and supply parts to various departments. Assist mechanics/technicians in the reassemble of basic motors. Act as a float throughout AC/DC Departments filling in as Technician when needed.

Essential Functions:

- Mechanic – Performs under direction.
 - Assist Motor Technicians with the dismantling of motors.
 - Clean parts as directed.
 - Transport parts as needed between departments.
 - Assist Motor Technicians with reassembling of motors.
 - Provide general maintenance support in Utility Department
- Other
 - Assist mechanics/technicians and other departments in skilled and non-skilled duties as directed by shop management.
 - Clean work areas.
 - Perform tasks related to the maintenance of facilities.
 - Observe all safety procedures and use proper safety equipment including eye, ear, and hand protection.
 - Maintain a clean, neat, and safe work environment at all times.
 - Operate and maintain equipment in a safe manner at all times.
 - Promote strong company image and maintain positive working relationships at all times including professional behavior with customers (very limited) and co-workers (daily basis).
 - Provide outstanding customer service at all times.
 - Perform work according to established company policies and procedures.
 - Perform other duties as requested.

Requirements:

- **Education:**
 - High school diploma or equivalent
- **Experience:**
 - One year of hands-on mechanical experience. Non-job experience acceptable.
- **Other:**
 - Ability to perform basic math functions including addition, subtraction, multiplication, division.
 - Ability to read, write, and comprehend simple written and verbal instructions.
 - Ability to understand, perform, and retain various job related training, operational, and safety procedures.
 - Ability to exercise initiative, judgment, and decision making related to routine duties within set company standards.
 - Ability to operate overhead cranes, fork lift trucks, and other equipment.
 - Although seldom, ability to work in confined spaces.

Values Statement: Cares for people; shows humility; acts with absolute integrity and trustworthiness; never gives up; continually grows; and demonstrates excellence.

SAFETY SENSITIVE POSITION

PHYSICAL DEMANDS

N/A: Not Applicable

S: Seldom (1-10% of the time)

O: Occasional (10%-30% of the time)

F: Frequent (30%-70% of time)

C: Constant (Over 70% of the time)

WNL: Within Normal Limits

Our Industry requires the performance hazardous activities. The duties of this job require the performance of safety sensitive activities affecting the health and well-being of others. Performing the core functions and duties of this job impaired physically or chemically increases the chance of accidents and injury. Employee health and safety is necessary for the efficient operation of our business and our customer's businesses.

Electromagnetic Interference (EMI) and Radio Frequency (RF) Warning

Electromagnetic interference (EMI) and radio frequency (RF) fields are generated from job tasks associated with this position. These fields have been known to affect medical implants/devices such as heart devices (pacemaker, ICDs/CRT, defibrillators), insulin pumps and/or cochlear implants.

Interference with heart devices can result in asynchronous pacing (pacing independent of underlying cardiac activity), inhibition of pacing (pacing therapy not provided when needed), ventricular pacing at maximum tracking rate, inhibition of tachyarrhythmia therapy (shock therapy not provided when needed), inappropriate shocks (shock therapy provided when not needed), and/or deactivation of tachyarrhythmia therapy.

Activity	Frequency	Comments
Sitting	O	
Standing	F	
Walking	F	
Walking on Uneven Terrain	S	
Stair Climbing	S	
Driving	F	Powered industrial trucks, motor vehicle
Keyboarding (typing/data entry)	S	Parts entry
Repetitive Motion	F	
Handling/Grasping	F	
Fingering	O	
Bending/Stooping	F	
Squatting	O	
Twisting	S	
Crawling	S	
Reaching	O	Heights: Arm's length, overhead, WNL
Overhead Work	O	Heights: See reaching
Kneeling	O	
Balancing	O	
Climbing	O	Ladders, step stool
Crouching	S	
Hearing	WNL	Customers, supervisors, co-workers
Talking	WNL	Customers, supervisors, co-workers, groups
Vision 20/40 or Better	WNL	
Vision Color discrimination	WNL	Viewing various safety signs
Vision Depth Perception	WNL	
Vision Full Field	WNL	

Lifting/Carrying	Weight	Height/Distance	Frequency	Comments
Lifting	10 lbs. or less	Floor to waist	F	Supplies and equipment
	11 to 25 lbs.	Floor to overhead	F	Supplies and equipment
	11 to 25 lbs.	Floor to waist	F	Supplies and equipment
	26 to 50 lbs.	Floor to waist	O	Supplies and equipment
	51 to 75 lbs.		S	Supplies and equipment
	76 to 100 lbs.		S	With assistance (mechanical/co-worker)
	Over 100 lbs.		S	With assistance (mechanical/co-worker)
Carrying	10 lbs. or less	1000' +/-	F	Supplies and equipment
	11 to 25 lbs.	100' +/-	F	Supplies and equipment
	26 to 50 lbs.	25' +/-	F	Supplies and equipment
	51 to 75 lbs.		S	With assistance
	76 to 100 lbs.		S	With assistance
	Over 100 lbs.		S	With assistance

ENVIRONMENTAL CONDITIONS

Condition	Frequency	Condition	Frequency
Inside	F	Outside	S
Temperature Extremes	O	Fumes/Dust/Mists/Gases	O
Odors	O	Altitude	S
Cold	S	Heat	F
Noise	F	Vibration	S
Confined Space	S	Slippery Surfaces	S
Wet	O	Weather	S

REQUIRED PERSONAL PROTECTION EQUIPMENT

	Comments
Clothing (Type)	Uniform consistent with shop attire
Safety Glasses	Required when in shops and customer work sites or as posted
Goggles	When performing mechanical duties
Earplugs	Required when noise hazard present over 85 dB
Ear Muffs	Required when noise hazard present over 85 dB
Gloves	Required per job task
Steel-Toe Boots/Shoe	Metatarsal preferred
Respirator (Type)	Required per job task
Other	Hard Hats, Fall Protection per job task

EQUIPMENT OPERATION

Mobile Equipment	Frequency	Tools	Frequency
Air Pumps	N/A	Audiometer	N/A
Dosimeters/Sound Level	N/A	Gas Meter	N/A
Fork Truck	F	Power Tools	F
Pallet Truck	F	Air Tools	F
Aerial/Scissors Lift	S	Hand Tools	F
Pick Up Truck	S	Other: Standard Office Equipment	N/A
DOT Regulated Truck	N/A	(copier, shredder, etc.)	
Hoists	F	Other – Electrical Test Equipment	O

Physical Demands Reviewed By: Terry Burns & Denny Taul

Date: 01/18/12

Physical Demands Revised By: Beth Phelps

Date: 08/27/12