



# Page Utility Enterprises

electric and water services for the people . . . by the people



640 Haul Rd., \* P.O. Box 1955 \* Page, Arizona 86040  
Fax: (928) 645-5322 Phone: (928) 6452419



## WATER & SEWER TECHNICIAN / METER READER

Page Utility Enterprises (PUE) is seeking qualified applicants for the position of Water / Sewer Technician/Meter Reader. Salary commensurate with certifications & qualifications - \$18.00 - \$29.00 hourly.

**General Purpose:** The primary function of an employee in this class is to work with crews involved in the operation, maintenance, repair and installation of water distribution and sewer collection utility systems throughout the City of Page. This position also performs a wide variety of functions relating to the Utility water meter system.

**Supervision Received:** Will be instructed and supervised by the Water / Sewer Field Supervisor and possible supervision at times by other crewmembers.

**Days/Hours of Employment:** Monday through Thursday – 7:00 a.m. to 5:30 p.m. When Supervisor feels the employee has the experience & competency, the employee will be “on call” on a rotation basis with other crewmembers.

### Essential Duties & Responsibilities:

- Performs maintenance & repairs on all parts of the water & sewer systems.
- Install, remove & repair water meters to residential and commercial properties.
- Executes daily work orders such as utility locations, meter installation, meter readings service shut-offs, etc.
- Assists crew on emergency excavation, repair and replacement of damaged sewer and water mains, laterals, valves and associated structures.
- Uses various equipment for routine cleaning, clearing and examination of sewer lines.
- Responds to reports of sewer blockages to clear and clean lines.
- Responds to customer complaints regarding water distribution and sewer collection systems, advises property owners of repairs in person or via door hangers.
- Reads meters on an assigned route, recording readings in the appropriate meter book or interrogator unit. Drives vehicle to various locations and walks meter routes.
- Conduct inventory for shop and field supplies.
- Routine cleaning of shop and office areas.

**Peripheral Duties:** Any associated duties that may be required to maintain the water and sewer systems in good working order to provide safe water distribution and sewer collection to Page Utility customers. Includes other duties as assigned.

### Minimum Requirements:

- (A) Possession of a High School Diploma or GED.
- (B) Possess and maintain a valid Arizona Driver's License.

### Desired Minimum Qualifications:

- (A) Previous experience with water distribution and/or sewer collection systems.
- (B) Skills and abilities in plumbing, mechanical and electrical abilities.
- (C) Experience with operating heavy equipment (backhoe, vacuum truck, etc.)

**Necessary Knowledge, Skills and Abilities:**

- (A) Must have ability to read, write and speak the English language.
- (B) Must have ability to pass examinations to obtain ADEQ certifications in water distribution and sewer collection.
- (C) Must be able to develop and maintain good working relationships with co-workers and other departments.
- (D) Must be able to work with others and individually.

**Special Requirements:**

- (A) May be required to work overtime, weekends, and holidays as well as be on-call 24 hours during your on-call schedule
- (B) Must pass level 1 certification in water or sewer within first year of employment unless circumstances warrant an extension of this deadline.
- (C) Must have the ability to obtain a valid Arizona Commercial Driver's License (CDL) Class B within 60 days of notification.

**Tools & Equipment Used:** Vehicles - standard passenger car to construction type equipment including dump trucks, water trucks, vacuum truck, jetter, various cargo vehicles; hand and powered tools - pneumatic and electric and gasoline operated; front loader, backhoe, tractor, trencher and related equipment.

**Physical Demands:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to reach with hands and arms. The employee constantly is required to stand; walk; and use hands to finger, handle, feel or operate objects, tools, or controls. The employee is regularly required to sit; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear.

The employee must occasionally lift and/or push 60-80 pounds.

**Work Environment:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee regularly works in outside weather conditions. The employee is frequently exposed to wet and/or humid conditions. The employee is occasionally exposed to risk of electrical shock. Must work in temperature ranges from below freezing to 100+ degrees with appropriate protective equipment. Must be physically able to work long periods of time under adverse conditions or emergency situations using hand tools to excavate piping, remove and replace piping and valves of various sizes to restore utility services. The noise level in the work environment is usually moderate.

**Selection Guidelines:** Formal application, rating of education and experience; oral interview and reference check; job related tests may be required; successful completion of pre-employment drug screening.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

All original appointments shall be tentative and subject to a six (6) month probationary period.

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Qualified applicants may submit resume & application to Page Utility Enterprises - HR, P.O. Box 1955, 640 Haul Rd., Page, AZ 86040-1955. Position is open until filled. PUE is an EOE & drug free workplace.