



City of Phoenix UTILITY HELPER

JOB CODE 50400

Effective Date: 06/95

DISTINGUISHING FEATURES OF THE CLASS:

The fundamental reason this classification exists is to perform skilled and semiskilled work in the operation and maintenance of water and wastewater equipment and facilities. Utility Helpers are responsible for assisting Maintenance Mechanics, Heavy Duty Maintenance Mechanics, and other journey level classifications, or for independently operating, maintaining, and monitoring mobile or stationary equipment. A greater degree of mechanical knowledge and the ability to work independently distinguishes this classification from Semiskilled Worker. Utility Helpers work under the general supervision of a Treatment Facilities Supervisor, a Chief Wastewater Mechanic, or a Building Maintenance Foreman.

ESSENTIAL FUNCTIONS:

- Assists with the repair of mechanical equipment such as pumps, motors, sludge removal machines, chemical feeders, blowers, coolers, air compressors, and heating equipment in a water or wastewater treatment plant;
- Lubricates, aligns, adjusts, and cleans mechanical equipment and performs other preventive maintenance tasks;
- Operates boom trucks, front end loaders, or other similar equipment;
- Prepares surfaces for painting and does brush, roller, and spray painting;
- Cleans equipment and work areas for the safety of staff and the maintenance of buildings;
- Completes paperwork to document work completed;
- Maintains regular and reliable attendance.
- Demonstrates superior seamless customer service, integrity, and commitment to innovation, efficiency, and fiscally responsible activity.

Required Knowledge, Skills and Abilities:

Knowledge of:

- Occupational hazards and necessary safety precautions applicable to water or wastewater plants, equipment operations, and mechanical maintenance and repair work, including lockout procedures, and confined space entry procedures.
- Practices and tools used in the building construction trades.

Skill in:



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- The care and use of hand tools used in the repair of mechanical equipment.
- The care and use of pneumatic tools such as jackhammers, air chisels, grinders, or chippers.

Ability to:

- Make precise arm-hand positioning movements and maintain static arm-hand position to operate an electric hand drill or pneumatic tool.
- Make skillful controlled manipulations of small objects to attach a nut to a bolt.
- Make continuous or repetitive arm-hand movements to use a paint brush or roller to paint a surface.
- Make fine, highly controlled muscular movements to adjust the position of a control mechanism to make adjustments to equipment.
- Bend or stoop repeatedly or continually over time to make repairs to equipment.
- Lift arms above shoulder level to paint or work on equipment.
- Move heavy objects such as pieces of equipment weighing 50 pounds or more short distances (20 feet or less).
- Work with cleaning fluids, chemicals, paints, cleaning agents, or similar solutions using only normal protective equipment.
- Communicate orally with co-workers and customers in face-to-face one-to-one settings to explain repairs made or to discuss repair strategies.
- Perceive the full range of the color spectrum to repair mechanical devices.
- Work in small, cramped areas to repair equipment.
- Climb ladders or steps to enter confined spaces where equipment is located, or to reach objects on shelves.
- Work in a variety of weather conditions with exposure to the outdoor elements to maintain and repair mechanical equipment.
- Travel across rough, uneven or rocky surfaces at a treatment plant to access equipment that requires repair.
- Learn job-related material primarily through oral instruction and observation. This learning takes place primarily in an on-the-job training setting.
- Comprehend and make inferences from written materials such as operating manuals, and Material Safety Data Sheets (MSDS).
- Understand and follow written and oral directions in the English language.
- Work cooperatively with other City employees.

Additional Requirements:

- Some positions require the use of personal or City vehicles on City business. Individuals must be physically capable of operating the vehicles safely, possess a valid driver's license and have an acceptable driving record. In addition, individuals may be required to pass an Arizona Department of Transportation physical exam and possess the appropriate commercial driver's license (CDL).



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Pre-employment drug testing is required for CDL positions. Employees in CDL positions will be subject to unannounced alcohol and drug testing as a condition of continued employment. Use of a personal vehicle for City business will be prohibited if the employee does not have personal insurance coverage.

- Some positions will require the performance of other essential and marginal functions depending upon work location, assignment, or shift.

ACCEPTABLE EXPERIENCE AND TRAINING:

One year of skilled experience in maintenance or construction work (or one year at the level of Semiskilled Worker). Other combinations of experience and education that meet the minimum requirements may be substituted.