

UTILITY INSPECTOR

DEFINITION

Under general supervision, locates and marks underground water and sewer facilities, or traffic signal and communication system infrastructure facilities, owned and operated by the City.

ESSENTIAL FUNCTIONS INCLUDE BUT ARE NOT LIMITED TO

Locates, identifies and marks all underground water and sewer facilities, or traffic signal and communication (copper and fiber optic cabling) system infrastructure facilities owned and operated by the City. Maintains documentation of all requests for locating underground facilities from a computer database and periodically updates facilities information. Provides specific information, such as copies of field maps, to the excavator in special circumstances. Responds to unexpected occurrences or emergencies to prevent or mitigate loss of, or damage to, property or essential public services. Reviews and interprets construction and engineering plans and specifications related to water and sewer systems, and/or traffic signal and communication systems. Notifies Engineering Sections of any discrepancies in field maps and provides the corrected measurements. Coordinates with the Construction Section to ensure that contractors have the required permits and utilize proper traffic control devices. Acknowledges excavation conflicts and assists in their resolution. May assist with damage investigation making recommendations to impose liability. Performs other related functions as required. In addition to the above duties:

If assigned to Water and Sewer Section: Inspects and maintains fire hydrant meters; cites contractors who do not comply with established policy regarding their use; and removes water meters in response to demolition notification.

If assigned to Traffic Signal Operation Section: Inspects traffic signals, communication network, changeable message signs, and closed-circuit television camera installation and maintenance.

DISTINGUISHING FEATURES OF THE CLASS

This is a single-position classification responsible for identifying, reviewing and interpreting plans and specifications for all underground sewer and water facilities, or traffic signal and communication system infrastructure facilities, owned and operated by the City.

RECOMMENDED MINIMUM QUALIFICATIONS

Some experience in water and sewer system maintenance and construction, or traffic and signal communication systems; or any combination of experience and training which provides the following knowledge and abilities:

DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of: methods, materials, and procedures employed in water and sewer system construction and maintenance, or traffic signal and communication system construction and maintenance; proper marking and excavation techniques; occupational safety hazards and appropriate precautions; Government Code 4216 "California One Call Law".

Ability to: effectively and safely operate a pipe locator; read and correctly interpret construction plans and specifications; operate standard office equipment such as personal computers and applicable software programs; interact effectively with contractors, fellow employees and the general public; communicate effectively in English, both orally and in writing.

Skill in: the safe operation of tools and equipment necessary to the successful performance of the essential functions

SPECIAL REQUIREMENTS

Must possess and retain a valid California Class C Driver's License throughout tenure in this classification as a condition of employment.

SPECIAL WORKING CONDITIONS

Must be willing and able to work irregular hours, including weekends, holidays and evenings, as needed.

CHARACTERISTICS OF A SUCCESSFUL PERFORMER

The successful performer is a self-starter with a strong technical background in water and sewer construction, or in traffic signal and communication systems construction. This individual works calmly and effectively under pressure and in emergencies, demonstrating good judgment and making independent decisions based on available data. The effective incumbent is assertive in safeguarding the City's interest and utilizes excellent communication skills to maintain effective working relationships with other City employees, contractors and the general public.

Class title established per Council Resolution No.86-10,
effective 2-3-86

Class Specification Reviewed and Approved 10/97; 05/04
ADA approved: 05/04