



JOB DESCRIPTION

TITLE: UTILITY LOCATOR
STATUS: Union/Non-exempt
GRADE: Grade 12

JOB SUMMARY:

Incumbent is responsible for locating water and sewer systems for the District.

REPORTING RELATIONSHIPS:

This position reports to a Field Operations Manager. This position does not supervise other positions.

ESSENTIAL DUTIES

Includes the following.

- Research and interpret construction record drawings, utility maps, project files and GIS mapping resources for location of water and sewer facilities;
- Field locates components of water and sewer systems;
- Schedules field utility locates;
- Notifies and confers with Engineering Department of errors and omissions in mapping;
- Attends and participates in occasional pre-construction meetings;
- Responds to emergency locates;
- Occasionally attends Underground Utility Locator Committee meetings;
- Communicates with contractors, agencies, and customers as needed;
- Performs other duties as required or assigned.

MINIMUM QUALIFICATIONS:

Knowledge of:

- Utilities installations;
- Utility locating equipment;
- Utility functions;
- RCW Chapter 19.122 and WA811;
- Hazards of excavating underground utilities; and
- District boundaries, service area transmission lines and mains.

Skill in:

- Scheduling and prioritizing locate requests;
- Record keeping and taking field notes;
- Utilizing GIS mapping, map reading and other locating software;
- Operating utility locating equipment;
- Operating measuring wheel and tape measure;
- Establishing and maintaining effective interpersonal relationships with all organizational levels, District customers and the public; and
- Communication and interpersonal skills when interacting with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.
- Interpreting construction record drawings and other mapping tools.

Experience/Education: *A typical way to obtain the knowledge, skills and abilities to perform the job would be two years' experience as a utility worker performing utility construction or maintenance OR two years' experience as a utility locator. A High School Diploma or General Equivalency Degree (GED) is required.*

Licensing Requirements:

Possess and maintain:

- Maintain valid Washington State Driver's License
- Industrial First Aid Card
- Flagger Card

WORKING CONDITIONS:

Duties are primarily performed in the field with exposure to extreme conditions for extended periods of time, including exposure to weather, traffic, fumes, odors, chemicals, intense noise and travel.

PHYSICAL REQUIREMENTS:

This position typically requires climbing on stairs, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, finger dexterity, grasping, talking, hearing, seeing, and repetitive motions.

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

This job description does not constitute an employment agreement and may be changed or amended at any time to meet the needs of the District.

Adopted: December 6, 1999

Revised: October 2019 (as an assignment within the Utility Worker classification)

Revised: December 2021

Approved by Board: January 17, 2022