City of Rapid City
Job Description

<table>
<thead>
<tr>
<th>Job Title</th>
<th>Utility Field Technician I, II</th>
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<tbody>
<tr>
<td>Job Code:</td>
<td>UFP1, UFP2</td>
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<td>Job Family:</td>
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<tr>
<td>Pay Grade:</td>
<td>AU03, AU04</td>
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<tr>
<td>Date Revised:</td>
<td>September 2021</td>
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<tr>
<td>FLSA Status:</td>
<td>Non- Exempt</td>
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**General Summary:** Under the supervision of the Water Billing and Service Supervisor this position installs water metering systems and provides customer support to the Water customers of the City of Rapid City.

**Essential Duties and Responsibilities:**

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this job. Incumbents may be requested to perform job-related tasks other than those specifically presented in this description.

**Utility Field Technician I:**
- Installs new water meters, wires, radio boxes and remote pads.
- Programs radio meter reading equipment.
- Checks curb boxes for proper operation.
- Reads water meters.
- Assists Utility Repair Technician II.
- Assist customers with questions regarding pressure and plumbing problems or other customer service related issues.
- Locates curb boxes; check for possible leaks in service lines.
- Must be willing to work variable hours and may have to help out with on-call.
- Turns water curb box valves on or off.

**Utility Field Technician II:**
- Performs all Utility Field Technician I duties.
- Cleans and repairs curb-boxes.
- Assists Water Division and customers with questions, problems and requests pertaining to water leaks and water shut-offs.
- Repairs and changes out all size meters.
- Does on call rotation.

**Qualifications:**

**Education and/or Experience:**

**Utility Field Technician I:** High school diploma or general education degree (GED) and six months experience with power and hand tools.

**Utility Field Technician II:** High school diploma or general education degree (GED) and one-year related experience in operation of curb box keys, electrical, and plumbing.

**Certificates, Licenses, Registrations:**
Must possess a valid South Dakota driver's license or ability to obtain within 30 days from date of hire.
Working Conditions:

The work environment characteristics described here are representative of those an employee encounters while performing 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 regularly exposed to outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions; moving mechanical parts; high, precarious places; fumes or airborne particles; toxic or caustic chemicals and risk of radiation. The noise level in the work environment is usually loud.

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 regularly required to talk or hear. The employee is frequently required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms and stoop, kneel, crouch, or crawl. The employee is occasionally required to climb or balance and taste or smell. The employee must occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.