



CITY & BOROUGH of YAKUTAT
P.O. Box 160
Yakutat, Alaska 99689
Phone (907) 784-3323
Fax (907) 784-3281

JOB NOTICE

JOB TITLE: UTILITY OPERATOR

DEPARTMENT: WATER & SEWER

CLASSIFICATION: FULL-TIME, REGULAR

MID-LEVEL PAY RANGE: \$25 - \$29 per hour, Depends on Experience

BENEFITS: Public Employee Retirement System,

Health Insurance, Personal Time Off (PTO), and other benefits as specified in the Borough Personnel Policy

CLOSING DATE: January 14, 2022, 5 p.m.

Job purpose and General Description

The Utility Operator reports to the Borough Manager or his designee. The Utility Operator is a full-time position, under general supervision, and responsible for maintenance of the City & Borough of Yakutat's Water and Sewer treatment facilities, performs work in compliance with State of Alaska law, local ordinances and associated regulations.

Duties and responsibilities

The Utility Operator may be call upon to:

- Attend to water and sewer treatment facility during open hours. Maintain facility in a clean and orderly state. Responsible for securing facilities and gates at the end of the day.
- Attend to facilities after hours in the case of power outages, and or other time sensitive incidences that require equipment reset and troubleshooting.
- Maintain equipment associated with the public water and sewer system.
- Perform septic pump out services for Yakutat area with vac-tanker truck.
- Collect, package store and ship water and effluent sample materials to appropriate facilities.
- Operate, and conduct routine preventative maintenance of various pieces of utility equipment.
- Participate in such continuing education programs as may be necessary to become and remain proficient in the safe handling, distribution of water and disposal of wastewater.
- Maintain records and logs; prepare a variety of reports, as necessary.
- Collect monthly metered water readings and submit to Billings/Finance Department.
- May serve as lead worker for seasonal and part-time employees.
- As scheduling allows, assist other Borough departments such as Landfill, Roads and Facilities, and Boat Harbor in special and routine projects.
- Other duties as assigned.

Qualifications

- High School diploma or equivalent.
- Must be at least 18 years of age.
- Must have valid Alaska State Driver's License.
- Must be self-motivated, have a good work ethic, and accountable for work performance.
- Must have or be able to obtain Class B Alaska State Commercial Driver's License, with Tanker Endorsement within 6 months of hire.
- Within the first year of employment or as training opportunity allows, obtain and retain a Level 1 Domestic Water and Wastewater Certification.
- Experience in operating small and heavy equipment is preferred but not required.
- Within the first year of employment or as training opportunity allows, obtain, and retain Basic First Aid and CPR Certification.
- Must be physically able to do the work needed, including heavy lifting, snow removal, brush, and debris removal.
- Skilled in operation of hand and power tools related to performing maintenance in or around water and sewer facilities.
- Must have or be able to acquire knowledge of basic carpentry, mechanics, electrical, technical skills related to water and sewer equipment or similar equipment.
- Qualified employee will be responsible, flexible in schedule, and willing to work long days or weekends if necessary.
- Ability to communicate effectively orally and in writing with co-workers, supervisor, various agency staff, and members of the public.

Physical Requirements

- Must be able to lift objects 50lbs or more, safely, and carefully, with assistance as needed.
- Required to stand, walk, and operate equipment for several hours during the day, on rough and often rugged conditions, including loud noises, vibration, smoke, fumes and potential physical strain.
- Required to do repetitive tasks with minimal allowed breaks
- Visual acuity, which could be corrected sufficiently to perform the essential functions of the position; average depth perception needed.
- Hearing ability to effectively hear and comprehend oral instructions, communications and equipment sounds.

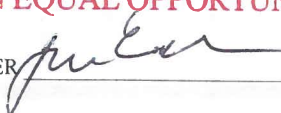
Working Conditions

Working conditions outdoors will include heavy rain, mud, snow, wind, cold, smoke, moderate heat, dust, rodents, insects and at times large wild animals. Exposure to foul smells, excessive noise, broken glass, fires, slippery or uneven surfaces and other hazards is common. Occasional exposure to chemicals, solvents, grease and oil. On occasion, exposed to tall heights for water tank maintenance. Protective equipment will be necessary and mandatory for most work, including hearing, eye and breathing protection, gloves, boots and chaps. Indoor conditions may include cold and dusty areas, with exposure to fumes and chemicals. Schedules are flexible, and may include early morning, late evening, and weekend work. Work may include interactions with challenging co-workers and members of the public.

TO APPLY: Please submit application to the Borough Clerk's Office at City Hall at 434 Max Italio Drive, via in-person hand delivery, email clerk@yakutatak.us, or fax (907) 784-3281.

THE CITY & BOROUGH OF YAKUTAT IS AN EQUAL OPPORTUNITY EMPLOYER

POSTING APPROVED BY JON ERICKSON, BOROUGH MANAGER



DATE 12-15-21