



JOB TITLE:	Utility Company Locating Technician
DEPARTMENT:	Operations
REPORTS TO:	Utility Locating Field Supervisor or Locating Manager
FLSA STATUS:	Non-Exempt
CLASSIFICATION/STATUS:	Full-Time
PAY RATE:	Based on experience
WORK HOURS:	Monday thru Friday, 7:00 am – 3:30pm/possible Saturday

Position Summary

Perform work that involves visual inspection of predefined construction areas and reading and interpretation of utility maps to determine the presence of underground utilities, while using special electronic equipment to detect and locate said utilities. The utilities may include gas, electric, street lighting within the predefined construction area.

Essential Duties and Responsibilities

The essential functions include, but are not limited to the following:

- Use tablet or other devices to receive, document and close out excavation notices, both during normal business hours and after hours.
- Read and interpret utility maps/prints to identify the type and size of underground utilities.
- Use assigned communication equipment to effectively communicate with excavators, utility reps, and company personnel, regarding underground facilities.
- Operate different electronic detection equipment, to locate and mark underground facilities within prescribed accuracy limits.
- Perform light excavation with a shovel, to expose buried manholes, valve boxes, etc. when necessary.
- Provide accurate documentation, pictures/video and/or sketches related to all locates completed.
- Receive and respond to excavation notices during normal and after hours in accordance with established time requirements when necessary.
- Operate company vehicle in a safe manner, and maintain professional appearance.
- Able to remove manhole covers, when needed, using assigned equipment to verify the location of the electric or communication lines.
- Perform work in all weather conditions, during normal and after hours
- Perform other duties as assigned.

Essential Requirements

- Must have a valid New York State (NYS) driver's license and clear Dept. of Motor Vehicle (DMV) record ⁽¹⁾
- Must have a personal vehicle (even if driving Company provided vehicle)
- Must be responsible for basic upkeep (e.g., cleanliness) of Company vehicle
- Willing to provide written consent for GPS tracking of location (via Company issued cell phone, tablet/laptop, or Company issued vehicle)
- Able to pass the Northeastern Gas Association NGA Operator Qualify OQ required tasks.
- Pass random Drug & Alcohol Tests.
- Able to control possible stress daily from the work load and possible client/customer.
- Interpersonal communication skills.
- Knowledge and full understanding of Code Rule 753. And or 811 Dig Safely.
- Knowledge and understanding of underground gas and/or electric utility locating.

(1) Validated by physical review of actual license which will be photocopied and put on file with Company.

Minimum Qualifications (Incl. Knowledge, Skills and Abilities)

- Ability to lift moderately heavy objects, properly use basic equipment and tools properly and safely, walk and stand for long periods of time, and perform manual labor under adverse field conditions.
- Willingness and ability to perform manual work following verbal and written instructions.
- Ability to work independently and complete daily activities per daily work schedule.
- Ability to communicate orally and in writing.
- Ability to understand, follow and transmit written and oral instructions.
- Ability to meet attendance schedule with dependability and consistency.

Physical Demands and Work Environment

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform these functions. The employee regularly works near moving mechanical parts and in outside conditions that include inclement weather, heat and humidity.

While performing the duties of this position, the employee is regularly required to talk or hear. The employee frequently is required to use hands or finger, handle, or feel objects, tools or controls as well as the use of can spray paint. The employee is occasionally required to stand; walk; sit; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. Specific vision abilities required by this position include close vision, distance vision, color vision, peripheral vision, and the ability to adjust focus.

The employee must be able to lift, push, pull or carry objects, use abdominal and lower back muscles to provide support over time without fatigue. Good physical stamina is required.

Note:

This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments. All duties and responsibilities are essential functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbents will possess the skills aptitudes and abilities to perform each duty proficiently. Some requirements may exclude individuals who pose a direct threat or significant risk to the health or safety of themselves or others. The requirements listed in this document are the minimum levels of knowledge, skills or abilities. This document does not create an employment contract, implied or otherwise, other than an “at will” relationship.

Reviewed with employee by:

Signature: _____ Name (print): _____

Title: _____ Date: _____

Received and accepted by:

Signature: _____ Name (print): _____

Title: _____ Date: _____

On The Mark Utility Locating Services, Inc. is an Equal Opportunity Employer, drug free workplace, and complies with ADA regulations as applicable.