



## ***EMPLOYMENT OPPORTUNITY***

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**Job Title:** **Utility Maintenance Mechanic (Public Utilities)**  
**Hiring Range:** **Grade 17, \$31,249 - \$38,365 annually**  
**Status:** **Full-time, non-exempt position**  
**Application Deadline:** **Open until filled**

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### **General Statement of Duties**

Performs responsible semi-skilled and skilled work in the installation, replacement, repair and maintenance of water and sewer lines and appurtenances.

### **Distinguishing Features of the Class**

An employee in this class performs a variety of semi-skilled and skilled work as a member of a crew engaged in the construction, installation and repair of water and sewer lines. Work involves the operation of construction equipment in the installation, replacement, and repair of water and sewer pipes to specific grade and depth, and back-filling, and compacting the site. Work also includes making taps to water and sewer mains; installing hydrants, meters, and valves; and making repairs to the water and sewer system. Employees are subject to working in both inside and outside environments, in extreme hot and cold weather, and exposure to various hazards such as loud noises, vibration, moving mechanical parts, electrical current, chemicals, fumes, odors, dusts, mists, gases, poor ventilation, and oils. Work is also subject to the final standards of OSHA on blood borne pathogens. Employees are also subject to on-call and call-back work. Work is performed under regular supervision and is evaluated through observation and inspection for adherence to instructions and standard trade and safety practices.

### **Duties and Responsibilities**

Operates or assists with tapping machine to make water and sewer taps and service connections.

Lays water and sewer pipe; adjusts pipe to proper grade and depth and replaces sewer and water lines and related facilities.

Installs, raises, and/or lowers meter boxes services, installs, reads, replaces and tests water meters; connects and disconnects water service; repairs leaks around meters.

Flushes hydrants and takes daily water samples.

Operates equipment such as backhoe, front end loader, dump trucks, jackhammers, tampers, pipe threading machines, tapping machines, trenchers, air compressors, and boring machines.

Installs hydrants, meters, valves, clamps, and related pipeline apparatus; sets meter boxes; repairs and replaces fire hydrants.

Installs vacuum pits and makes connections to collection main lines.

May assist with making video-taping of sewer lines to identify inflow and infiltration problems; may assist with unstopping sewer lines with pressure machines, vacuum machines, rodding machines or hand tools.

Installs well points when needed.

Repairs landscaping after construction or maintenance work.

Locates and marks Town water and sewer utility lines for other utilities or private contractors.  
Reads meters as needed.  
Checks vacuum and lift stations pumps when on call; may clean or make minor repairs.  
Establishes work zones with cones and signs; flags traffic for safe work zone.  
Makes simple records of work activities; prepares drawings and measures to allow for updating of utility maps.  
May assist with maintenance or sampling at wastewater plant or wells.  
Performs other related tasks as required.

#### Desirable Education and Experience

Graduation from high school and experience in related construction or utility maintenance work including heavy equipment operations experience; or an equivalent combination of education and experience.

#### Special Requirements

Possession of valid North Carolina driver's license.

Possession of Grade I Collection certification within 12 months.

Possession of Grade C Distribution certification within timeframe specified by the Town

How to Apply: Please submit a completed employment application, which can be found on the town's website, [www.oakislandnc.com](http://www.oakislandnc.com) under the Job Opportunity page. Applications can be emailed, faxed, or mailed (see below)

Where to Apply:  
Town of Oak Island  
Attn: Human Resources  
4601 E. Oak Island Drive  
Oak Island, NC 28465  
Telephone: (910) 201-8014  
Fax: (910) 278-9542  
Email: [hrofficer@ci.oak-island.nc.us](mailto:hrofficer@ci.oak-island.nc.us)