JOB DESCRIPTION

**Job Title:** Utility Technician I

**Pay:** TBD

**Anticipated Work Hours:** (Scheduled) 8am to 4pm, Monday - Friday and as needed

**Work Duties:**

The Technician’s duties may include, but are not limited to:

* Performing routine checks on grinder pumps, pump stations, water wells and other HCUA facilities, as required.
* Responding to service calls (including emergency calls) for the water/sewer systems.
* Performing preventive maintenance tasks.
* Performing minor repairs requiring diagnosis and perform corrective action.
* Performing major repairs after diagnosis requiring removal and replacement.
* Repair/rehabilitation of pumps and panels.
* Completion of Request for Purchase Orders.
* Performing minor line repairs to laterals and force mains requiring only hand tools.
* Providing inspection oversight for major repairs to force main or other system appurtenances requiring the use of heavy or specialized equipment.
* Performing Mississippi One Call Locates of the HCUA utility systems.
* Reading water meters for billing purposes.
* Maintain records as required.
* Performing other work as directed by the supervisor and/or the Executive Director.

**Minimum Qualifications:**

* The person must be a high school graduate or have obtained a GED.
* The person must have a valid Mississippi driver's license and be insurable on HCUA policy.
* The person must be able /willing to work in a water/wastewater environment.
* The person must be able to communicate in a polite and effective manner with the public.
* The person must be willing to work regular scheduled hours, and call-outs as required.
* The person must be physically capable of operating all HCUA vehicles, working with hand

tools, lifting and carrying loads up to standard 2HP Grinder Pump.

* The person must maintain a residence which allows a reasonable response time to call-outs.

**Desired Qualifications:**

* A person with basic plumbing or electrical experience.
* A person with grinder pump and panel operation and repair experience.

**Physical Demands:**

The employee will spend the majority of their time working outside and must be able to work in natural weather conditions. The employee will routinely walk, kneel, bend over, and lie down as needed to perform repair duties. The employee will routinely carry tools, equipment and materials of varying sizes and weight as needed to perform repair duties. The employee will routinely need to use arms and hands to operate tools and perform manual tasks. The employee will need to be able to visually work during the day and night, while performing repair duties.

The Harrison County Utility Authority offers a competitive benefit package including vacation, sick leave, paid holidays, employee health insurance and retirement. The salary for this position depends on qualifications and experience. Interested persons should submit their resume addressed to: Human Resources 10271 Express Drive, Gulfport, MS 39503. Resumes will also be accepted via email at [Proberts@HCUA-MS.US](mailto:Proberts@HCUA-MS.US). Resumes will be accepted until the position is filled. This position requires successful passing of a background check and drug screening. The Harrison County Utility Authority is an equal opportunity employer.