

FIELD TECHNICIAN I

Public Works | Gravity Drainage



JOB RESPONSIBILITIES

Terrebonne Parish Consolidated Government's Field Technician I is responsible for performing a variety of manual labor tasks in support of gravity drainage operations.

JOB OVERVIEW

PAY TYPE

Non-Exempt (Hourly)

SCHEDULE

Monday to Thursday

Must be willing to work extra hours as needed.

SHIFT

7 a.m. to 5:30 p.m.

LOCATION

Public Works – North Campus

REPORTS TO

Operations Supervisor

PHYSICAL DEMANDS

Lift over 50 lbs. (heavy)

WORK ENVIRONMENT

Indoors and outdoors in various climates and conditions, including exposure to noise, heat, cold, rain, and dust.

EMERGENCY EVENTS

Required to work during emergency events.

REQUIREMENTS

Valid Louisiana Drivers' License

In this role, the incumbent will be expected to complete entry-level routine and repeatable tasks, assist skilled personnel in daily operations, and maintain division equipment and vehicles.

The Field Technician I requires physical stamina, a strong work ethic, and a commitment to safety, teamwork, and continuous learning.

JOB DUTIES

- Participate in daily morning meetings with the Supervisor to receive assignments and updates.
- Conduct routine inspections of assigned vehicles to ensure safety and operational readiness.
- Prepare ice water and load necessary tools and equipment into the assigned vehicle for daily use.
- Assist the crew as a laborer, spotter, and general helper in field operations.
- Complete tasks as assigned by the Supervisor in a timely and efficient manner.
- Maintain cleanliness and organization of assigned vehicle through regular housekeeping.
- Submit weekly vehicle inspection reports when assigned a vehicle.
- Perform basic vehicle maintenance such as airing up or changing tires.
- Wash and clean assigned vehicle weekly to maintain professional standards.
- Attend monthly safety meetings and remain informed of the standby/on-call schedule.
- Assist with in-house repairs and unloading of material shipments as needed.
- Support onboarding and training of new employees when directed.
- Coordinate time-off requests with the Supervisor and through the TPCG TEAMS system.
- Operate equipment for grounds maintenance including grass cutting and weed eating.
- Participate in quarterly One-on-One meetings with Supervisor.
- Complete all required annual trainings—including ethics, harassment prevention, diversity, and cybersecurity—in accordance with organizational and regulatory standards.
- Ensure all duties and responsibilities are performed with integrity, professionalism, and in good faith, consistently upholding and protecting the interests, reputation, and assets of the Parish government.
- Perform any additional task as required by Supervisor.

SKILLS AND QUALIFICATIONS

- **Leadership Skills:** Ability to take initiative and support team success by assisting employees and contributing positively to crew operations.
- **Time Management:** Effectively prioritizes and completes daily, weekly, and long-term responsibilities while remaining adaptable to changing schedules, emergency assignments, and extended work hours.
- **Analytical Skills:** Applies basic problem-solving to vehicle inspections, equipment readiness, and task execution to ensure operational effectiveness.
- **Communication Skills:** Communicates clearly with supervisors and crew members to follow instructions, report issues, and coordinate schedules.
- **Organizational Skills:** Able to maintain tools, vehicles, and documentation in an orderly manner to support safe and efficient field operations.
- **Technical Skills:** Operates hand tools and equipment such as chainsaws, weed eaters, and lawn mowers, and performs basic vehicle maintenance tasks.
- **Qualifications:**
 - High school diploma or equivalent (GED) highly desired.

