



# Terrebonne Parish Consolidated Government

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## JOB DESCRIPTION

<b>POSITION TITLE.....:</b>	Utility Technician
<b>DEPARTMENT.....:</b>	Utilities
<b>DIVISION.....:</b>	Gas Distribution
<b>CLASSIFICATION/GRADE.....:</b>	Utility Technician/110
<b>REVISED.....:</b>	01/2022
<b>REPORTS TO.....:</b>	Gas Distribution Superintendent
<b>REVIEWED.....:</b>	01/2022
<b>WAGES.....:</b>	Non-Exempt (Hourly)

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### **SUMMARY:**

Work activities in this class consist of performing sub-professional engineering tasks such as drafting, GPS recording and locating of underground assets, field inspections, calibration of equipment, GIS mapping and analysis, tracking and tracing pipeline via ESRI utility pipe data model and simple design work of gas distribution apparatus. The duties are performed with considerable independence under the general supervision of the Gas Department Superintendent who checks the work for technical accuracy and for adherence to standards. As with all Utilities' positions, response at any time may be required to assist with workload or in any emergencies that arise.

### **BASIC FUNCTIONS:**

1. Performs regular inspections of system apparatus and components for proper calibration and function.
2. Provides guidance to field personnel in the maintenance and operation of the systems in accordance with established procedures.
3. Performs preliminary design work under the supervision of the Gas Distribution Superintendent. Inspects construction and repair work in progress.
4. Participates in system planning and development of construction standards and specifications, including drafting.
5. Gathers data for preliminary engineering studies and system analysis, including GIS mapping and records maintenance.
6. Performs GPS recording and locating of underground assets, including pipeline tracking and tracing via ESRI utility pipe data model in accordance with CFR 149.
7. Performs estimates for repaving and or repair work as required. Performs related work as required.

### **OTHER REQUIREMENTS:**

1. Knowledge of engineering terminology, methods, practices, and principals applicable to area of work assignment.
2. Knowledge of gas utility operations including gas regulator stations.
3. Knowledge and working experience in personal computers and operation of telemetry.
4. Knowledge of federal regulatory compliance requirements.
5. Ability to read and interpret engineering plans and specifications.
6. Ability to perform sub-professional engineering design.
7. Ability to understand and follow oral and written instruction.

8. Ability to work on 24-hour basis as needed.
9. Maintain 24-hour telephone service.
10. Valid Louisiana driver's license.

**EDUCATION/EXPERIENCE:**

1. Graduation from an accredited high school; supplemental course work in mathematics and/or engineering technology is highly desirable.
2. Accredited CAD drafting certification is highly desirable.
3. 1 year experience with ESRI GIS software is highly desirable.
4. Any equivalent combination of education, training and/or experience may substitute.
5. One (1) year of surveying experience preferred.