



JOB ANNOUNCEMENT

General Public

OPEN DATE: August 9, 2022

CLOSE DATE: Until Filled

JOB TITLE: Maintenance Tech I

PAY RATE: \$14.78 (based on experience)

DEPARTMENT: Utilities

DIVISION: Gas

SUMMARY:

Performs under the direction of the Gas Foreman, Construction Supervisor and Gas Manager. This is a non-supervisory, semi-skilled position involving the maintenance and operation of the Natural Gas Distribution System.

DUTIES AND RESPONSIBILITIES

- Assists in all types of maintenance on the gas system including pressure tests, line replacement and leak check.
- Performs all types of operational activities such as meter reading, service calls, line locating and reports of work activities.
- Operates pick-up trucks.
- Performs other work as required.

MINIMUM JOB QUALIFICATIONS

- High School Diploma or G.E.D.
- Minimum one (1) year work experience in maintenance or construction of gas systems.

EMPLOYMENT REQUIREMENTS

- A valid insurable New Mexico driver's license
- Must possess or obtain CDL license within 6 months of employment.
- Required to drive automobiles, pick-up trucks, dump trucks, service vehicles.

KNOWLEDGE, SKILLS AND ABILITIES

- Ability to communicate orally and in writing.
- Ability to understand and follow oral and written instructions.
- Ability to perform heavy manual work.
- Knowledge of safety procedures relating to gas systems construction and operations.
- Knowledge of tools and types of equipment used in the public works and gas utility operations.
- Complete knowledge of O & M manuals.

WORK ENVIRONMENT AND PHYSICAL DEMANDS

- Work is performed primarily outdoors at worksite locations about 95% of the time and 5% in the office.
- Working surface is on concrete, asphalt and dirt areas.
- Work is performed in all types of inclement weather conditions.
- Some travel may be required.
- Operates city vehicles and heavy equipment. Occasionally

Maintenance Tech I (Gas)

Page 1 of 5

- May be required to work beyond normal work day to complete assignments as directed by the Gas Manager.

PHYSICAL REQUIREMENTS:

- Mobility Factors: Walk 70%, Climb Steps 5%
- Primary Work Positions: Stand 50%, Sit 50%.
- Must have good health, strength and stamina to perform arduous tasks.
- Requires excellent physical condition and dexterity.
- Job may require lifting heavy objects, bending, walking, twisting, climbing ladders, stairs, kneeling, reaching to high areas.
- Shall be required to work in inclement weather.
- Ability to lift weight in excess of 100 lbs.

SPECIFIC MOVEMENTS:

- **TRUNK:** Bends occasionally
- **ARMS:** Reaches, extends to vehicle/equipment compartment and/or dash boards. Carries objects weighing 100 lbs. and over occasionally.
- **LEGS:** Bends, walks and kneels frequently
- **HANDS:** Gross dexterity, occasionally; Grasp/manipulate, frequently; Speed required, continuous; Bilateral coordination, frequently; Eye/hand coordination, frequently.

SPECIAL CONDITIONS:

- Required to perform "On-Call" duties on weekends, holidays, and anytime outside the normal working hours. Because of the need to be able to contact employees in emergency situations, employees having this job title must either have a telephone or ready access to a telephone at their residence. When contacted, the employee is expected to report to work unless there are special non-reoccurring circumstances.

STAMINA:

- Sitting is an occasional but essential requirement of the job. Duties performed during sitting are:
- Operates a variety of heavy equipment
- Driving City vehicles
- Does work orders
- Operates transport trucks hauling heavy equipment
- Walking is an occasional but essential requirement of the job. Duties performed while walking are:
 - Loading tools
 - Shoveling
 - Performs maintenance, repairs and adjustments, both routine and emergency.
 - Assists mechanics in performing major repairs by performing less technical details.
 - Standing is an occasional but essential requirement of the job.
 - Standing includes all tasks performed while standing and walking. Duties performed while standing are:
 - Turning on valves
 - Shoveling
 - Performs maintenance, repairs and adjustments, both routing and emergency.
 - Sprinting/running is an occasional but essential requirement of the job.

FLEXIBILITY:

- Bending or twisting at the neck more than the average person is an occasional but essential requirement of the job.

- Bending or twisting the trunk more than the average person is a frequent requirement of the job.
- Squatting/stooping/kneeling is a frequent requirement of the job.
- Reaching above the head is an occasional requirement of the job.
- Reaching forward is an occasional requirement of the job.
- Lying down on back is an occasional requirement of the job.
- Lying down on stomach is an occasional requirement of the job.
- Repeating the same hand, arm, or finger motion many times is a frequent requirement of the job.

ACTIVITIES:

- Climbing is a frequent requirement of the job.
- Hand/grip strength is a frequent requirement of the job.
- Driving on the job is a frequent requirement of the job.
- Smelling is an essential requirement of the job.

USE OF ARMS AND HANDS:

- Manual dexterity is a frequent requirement of the job.
- Finger dexterity is a frequent requirement of the job.

LIFTING:

- Lifting of items that weigh 25-50 lbs. is a frequent requirement of the job.
- Lifting of items is from floor to waist and waist to shoulder is a frequent requirement of the job.
- Lifting of items that weigh 51-70 lbs, 76-90 lbs, and over 91 lbs. is occasional but essential to the job.
- Examples of items that weigh 25-50 lbs. are:
 - PVC pipe, Polyethylene (PE) pipe, and steel pipe.
 - Tapping machine
 - Tamper
 - Generator

PUSHING/PULLING:

- Pushing/pulling of items that weigh 25-50 lbs. from 10 to 75 feet in distance is a frequent requirement of the job. Pushing/pulling of items that weigh 51-70 lbs. from 10 to 25 feet in distance is an occasional requirement of the job.
- Examples of items over 50 lbs. from 10 to 75 feet in distance that are pushed/pulled are:
 - Truck
 - Compressor
 - Generator
 - Tamper
- When pushing/pulling occurs items are usually but not always on wheels.
- Terrain items are pushed/pulled on are:
 - Blacktop/paved road.
 - Dirt road

CARRYING TASKS:

- Carrying of items that weigh 25-50 lbs. from 10 to 75 feet in distance is a frequent requirement of the job.
- Carrying of items that weigh between 51-75 lbs, 76-90 lbs. and over 90 lbs. from 10 to 25 feet in distance is an occasional but essential requirement of the job.

WORKING CONDITIONS:

- Working inside is an occasional requirement of the job.

- Working outside is a continuous requirement of the job.
- Working in temperatures below 32 degrees is a frequent requirement of the job.
- Working in temperatures above 100 degrees is an occasional requirement of the job.
- Walking on slippery surfaces is an occasional but essential requirement of the job.
- Being soaking wet is a frequent requirement of the job.
- Working over 6 feet off the ground is an occasional but essential requirement of the job.
- Working in confined spaces and/or cramped body positions are an occasional but essential requirement of the job.
- Working in loud noise areas is a frequent requirement of the job.
- Exposure to welding flashes or microwaves while doing the job is a frequent requirement of the job.
- Exposure to sunlight is a continuous risk of the job.
- Handling or being in machinery that is vibrating is a continuous requirement of the job.
- Working where there are sudden temperatures changes is a frequent requirement of the job.
- Risk of getting a minor injury is continuous to the job.
- Risk of getting a major injury is frequent to the job.
- Risk of getting bitten by animals or insects is frequent to the job.
- Exposure to infection is an occasional risk of the job.
- Exposure to silica or asbestos dust is an occasional risk of the job.
- Exposure to other types of dust other than ordinary surface or household dust is a continuous risk of the job.
- Exposure to environmental allergens is an occasional risk of the job.
- Contact with oils or other petroleum products is an occasional risk of the job.
- Exposure to solvents, degreasers, pesticides, and/or herbicides is an occasional risk of the job.
- Exposure to gases, fumes, sprays, etc. is an occasional risk of the job.
- Meeting deadlines with severe time constraints is a continuous requirement of the job.
- Interacting with the public or other workers is a frequent requirement of the job.
- Irregular or extended work hours is a frequent requirement of the job.
- Working alone is an occasional requirement of the job.
- Direct responsibility for the safety, well being, or work output of other people is a continuous requirement of the job.
- Multiple demands from several people are a frequent requirement of the job.
- Exposure to Natural Gas is a continuous risk of the job.

VISION

- Seeing objects/persons at a distance is a continuous requirement of the job.
- Seeing close work such as typed or handwritten material is an occasional but essential requirement of the job.
- Being able to tell differences among colors is an occasional requirement of the job.
- Having very good depth perception is a continuous requirement of the job.

HEARING:

- Hearing conversations in a quiet environment is a continuous requirement of the job.
- Hearing conversations in a noisy environment is a continuous requirement of the job.
- Ability to tell where a sound is coming from is an occasional but essential requirement of the job.
- Hearing differences among bells, buzzers, beeps, horns, etc. is a continuous requirement of the job.

NOTE: This position is subject to drug testing both pre-employment and random as set forth in the City of Las Vegas Drug Policy.

APPLICATION PROCEDURE – Interested applicants must submit a City of Las Vegas Employment Application, The employment application is available at:


<https://www.lasvegasnm.gov/general-7-1>

Application Materials can be sent to: Human Resources Department
1700 N Grand Avenue
Las Vegas, NM 87701

OR send via email to: mgarcia@lasvegasnm.gov

Reviewed and approved for publishing by:


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