

TOHONO O'ODHAM UTILITY AUTHORITY

Job Description

Job Title: Staking Technician
Department: Electric/Water/Telephone Department
Reports To: Staking/Mapping Foreman
FLSA Status: Non- Exempt
Salary Level: TC-7
Prepared By: Tohono O'odham Utility Authority
Prepared Date: 04/19
Approved By: Mike Bethurem, General Manager
Approved Date: 05/01/2019

SUMMARY

Aids in the maintenance of utility plant data, field staking, and capital project implementation. Prepares drawings, specifications, and permitting and performs field staking of water, telephone and electric distribution and service lines for construction crews. Assures that TOUA is in compliance with all regulations pertaining to each department's construction requirements. Processes staking sheets and maps. Engages in work order procedures, line design (staking), system mapping and blue staking (locating) of existing water, telephone and electric distribution and service lines. Assists gathering data for TOUA systems and GIS Mapping.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned as needed:

- Assists in creating, updating, revising and reviewing drawings and maps within the GIS Mapping System
- Ensures staking sheets are created in compliance with governing specifications for services (RUS, IHS, EPA, Etc.)
- Ensures that plant information is created and maintained for all utilities
- Gathers GPS data for mapping
- Provides Blue Staking services for all departments
- Applies for Project Clearances and Permits, including but not limited to, Tribal Utility Alignment, BIA Encroachment Permits, and Well Drilling Permits, as needed
- Calculates costs and estimates feasibility of projects based on analysis of collected data
- Assist customers, developers and others requesting services from TOUA
- Inspects construction site to monitor progress and ensure conformance to engineering plans, specifications, and construction and design documents
- May attend meetings to represent TOUA on projects or designs along with the Supervisor or Department Manager

SUPERVISORY RESPONSIBILITIES

- None

QUALIFICATIONS

- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.
- The requirements listed below are representative of the knowledge, skill, and/or ability required.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- Required personal characteristics includes: a team player, high integrity, good personal habits, regular work attendance, courteous and friendly, able to work well with diverse groups of people or alone, and ability to gain and maintain the respect of others.

EDUCATION and/or EXPERIENCE

- Associates Degree or equivalent from a technical school in a utility related field such as Engineering Technology, Mapping, or Surveying;
- Or one (1) year related experience and/or training;
- Or equivalent combination of education and experience.

LANGUAGE SKILLS

- Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or government regulations.
- Ability to effectively present information and respond to questions from co-workers, customers, and the general public.
- Prefer ability to converse in the Tohono O’odham language.

MATHEMATICAL SKILLS

- Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry.
- Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

REASONING ABILITY

- Ability to define problems, collect data, establish facts, and draw valid conclusions.
- Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

CERTIFICATES, LICENSES, REGISTRATIONS

- Requires a valid Arizona Driver’s License

OTHER SKILLS AND ABILITIES

- Ability to operate specific equipment or tools, including GPS Surveying Equipment.
- Ability to work with specific computer software, including Engineering Software for drawing and mapping.
- Familiarity with specific terminology related to the utility and engineering industry.

PHYSICAL DEMANDS

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear.
- The employee must occasionally lift and/or move up to 100 pounds.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee is frequently exposed to moving mechanical parts and outside weather conditions.
- The employee is occasionally exposed to wet and/ or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, and extreme heat.
- The noise level in the work environment is usually moderate to very loud.