

**JOB TITLE:** Gas Crew Worker I

**GAS/20**

**DEPARTMENT:** Gas, City of Toccoa

**JOB SUMMARY:** This position is responsible for assisting in the installation, repair, and maintenance of gas lines and system components.

**MAJOR DUTIES:**

- o Performs and/or assists with the fusion of plastic pipe.
- o Locates and corrects gas leaks.
- o Responds to emergency repair calls.
- o Installs, repairs, and maintains gas pipelines and meters.
- o Locates underground utilities and marks location with paint; Uses pipehorn to locate gas lines.
- o Loads materials, supplies, and equipment as directed; sets up at job site as required.
- o Paints pipe and performs grounds keeping duties.
- o Reads meters and works service tickets.
- o Performs general preventative maintenance to equipment and machinery as needed.
- o Performs other related duties as assigned.

**KNOWLEDGE REQUIRED BY THE POSITION:**

- o Knowledge of the city's gas distribution system.
- o Knowledge of the installation, repair, and maintenance of gas lines and other system components.
- o Knowledge of the methods, materials, and tools used in gas line piping.
- o Skill in the location of lines and meters.
- o Skill in the identification of atmospheric corrosion and in the location of gas leaks.
- o Skill in oral and written communication.

**SUPERVISORY CONTROLS:** The Gas Operations Supervisor assigns work in terms of somewhat general instructions. The supervisor spot-checks completed work for compliance with instructions and established procedures, accuracy, and the nature and propriety of the final results.

**GUIDELINES:** Guidelines include GPSC guidelines and city and department policies and procedures. These guidelines are generally clear and specific, but may require some interpretation in application.

**COMPLEXITY:** The work consists of related duties in the installation, repair, and maintenance duties. Crowded utility lines contribute to the complexity of the work.

**SCOPE AND EFFECT:** The purpose of this position is to install, repair, and maintain gas lines and other systems components. Successful performance results in the provision of gas utilities to customers.

**PERSONAL CONTACTS:** Contacts are typically with co-workers, contractors, business owners, surveyors, and members of the general public.

**PURPOSE OF CONTACTS:** Contacts are typically to give or exchange information, provide services and resolve problems.

**PHYSICAL DEMANDS:** The work is typically performed while intermittently sitting, standing, stooping, walking, bending, or crouching. The employee frequently lifts light and heavy objects, uses tools or equipment requiring a high degree of dexterity, climbs ladders, and distinguishes between shades of color.

**WORK ENVIRONMENT:** The work is typically performed outdoors. The employee may be exposed to noise, dust, dirt, grease, machinery with moving parts, irritating chemicals, and occasional cold or inclement weather.

**SUPERVISORY AND MANAGEMENT RESPONSIBILITY:** None.

**MINIMUM QUALIFICATIONS:**

- o Ability to read, write and perform basic mathematical calculations.
- o No experience requirements.