

## Utility Foreman

### Job Summary

Installs, maintains, and repairs water/wastewater utility lines and mains. Operate equipment including hand tools to complete the project as assigned. Provide leadership and supervision for your assigned crew. Schedule, coordinate and manage the activities of crew members and equipment. Maintain a safe working environment and proactively address potential hazards. Understand and interpret project drawings and documents and identify changes in site conditions as they arise. Obtain all of the necessary licenses, permits, and materials for the job. Ensure all work quality related to each project and assume full responsibility for its standard and timeliness. Coordinate and delegate daily tasks to crew. Train new hires and trainees to learn the trade. Drive, haul, and/or operate equipment to/from job sites to assist crews in completion of work. Inspects and maintains assigned equipment; check oil, perform service tasks; report malfunctions; wash and fuel equipment; perform safety inspections of assigned equipment. Report out daily on project status to management.

Perform other duties as required and/or assigned.

Must perform all work in a safe and professional manner.

### COMPETENCIES:

- **Problem Solving** – Identifies and resolves problems in a timely manner.
- **Teamwork** – Balances team and individual responsibilities; exhibits objectivity and openness to others' views; gives and welcomes feedback; contributes to building a positive team spirit; puts success of team above own interests; able to build morale and group commitments to goals and objectives; supports everyone's efforts to succeed.
- **Planning/Organizing** – Prioritizes and plans work activities; uses time efficiently; plans for additional resources; sets goals and objectives; organizes or schedules other people and their tasks; develops realistic action plans.
- **Professionalism** – Approaches others in a tactful manner; reacts well under pressure; treats others with respect and consideration regardless of their status or position; accepts responsibility for own actions; follows through on commitments.
- **Quality** – Demonstrates accuracy and thoroughness; looks for ways to improve and promote quality; applies feedback to improve performance; monitors own work to ensure quality.
- **Ethics** – Treats people with respect; keeps commitments; inspires the trust of others; works with integrity and ethically; upholds organizational values.

### Minimum Qualifications

High school diploma or GED; supplemented by previous experience and/or training involving plumbing or water utility maintenance; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.

5-10 years experience with underground utility experience with at least three years as a crew leader.

Must possess and maintain a valid Alaska CDL driver's license.

Mechanical aptitude and basic understanding of electricity.

Ability to respond to after hours and emergency call-out.

### PHYSICAL REQUIREMENTS OF THE JOB:

The employee must be able to do the following activities for most of the workday: stand, walk, use hands or fingers, handle or feel, reach with hands and arms, stoop, kneel, crouch or crawl, ascend and descend ladders, see, talk and hear. The employee may occasionally lift and/or move up to 75 pounds. The candidate's success will require the candidate to be adaptive to different situations and possess the ability to meet the physical demands of the job which may require prolonged periods of physical labor and energetic activity around a job site.

