



JOB DESCRIPTION

<u>POSITION:</u>	DIRECTIONAL BORE OPERATOR
<u>HEADQUARTERS:</u>	Carlsborg
<u>STATUS:</u>	Regular, Full-time, Non-exempt Represented Position
<u>WORK WEEK:</u>	Monday - Friday, 7:30 a.m. - 4:00 p.m.
<u>SUPERVISOR:</u>	Operations Superintendent
<u>RATE OF PAY:</u>	\$40.35 per hour effective (5/1/2021-4/30/2022)

PURPOSE: Operate and maintain the directional bore machine and other equipment related to underground utilities installation, maintenance, and replacement. Perform miscellaneous supporting activities including assisting with warehouse operations, general maintenance and crew operations to facilitate accomplishment of the District’s mission and goals.

ESSENTIAL JOB FUNCTIONS:

- Conduct a visual inspection of equipment prior to operation and perform minor maintenance to insure safe use.
- Operate directional bore machine and other equipment including excavator, skid steer, backhoe, etc. as needed to safely install, maintain, and replace underground utilities.
- Operate trucks necessary to transport equipment and material to and from the job sites.
- Responsible for the proper care, cleaning, and maintenance of equipment, tools, and trucks used to perform the job.
- Responsible for stocking and securing necessary materials and supplies in the warehouse and trucks for the directional bore machine.
- Must have the ability to work as a member of a team.

ADDITIONAL JOB FUNCTIONS:

- Assist line crew in the construction, repair, and maintenance on overhead and underground power lines and associated equipment.
- Complete paperwork associated with job functions in a neat and timely manner.
- Report observed damage to District facilities to supervisor.
- Train other personnel in job-related operations.
- Perform other duties as assigned.

JOB STANDARDS:

Skills, Knowledge, and Abilities:

- Must gain a working knowledge of the areas served by the District's electric system and facilities operated.
- Must have the ability to work from maps, blueprints, specifications and sketches, and comprehend and carry out work instructions.
- Demonstrate ability to operate equipment efficiently to facilitate completion of work.
- Must have the ability to communicate clear and concise verbal instructions and information to employees, supervisors, customers, and others.
- Must develop a working knowledge of safe work practices, accident prevention procedures, tools, and equipment as related to job functions.
- Must have the ability to remain calm under pressure and to be courteous at all times.
- Must have the ability to learn and use related personal computer applications.
- Must have the ability to work without close supervision and make decisions compatible with prior instructions.
- Must have math, reading, and writing skills as related to job functions.
- Must be familiar with and comply with, OSHA 1910.269 and WAC 296.45.

Experience and Training:

- Must have a high school diploma or equivalent.
- Must have experience driving large CDL type trucks.
- Experience driving Tanker Vehicles preferred.
- Three years' experience operating a directional bore machine is preferred.
- Must demonstrate proficiency in operating the directional bore machine and other equipment including excavator, skid steer, backhoe, etc. during the first 6 months of employment.
- Must be familiar with safety procedures regarding traffic control.

Other Requirements:

- Must pass a District physical examination and be able to perform essential job functions.
- Must have a valid Washington State driver's license with Commercial Class A, air brake endorsement, Tanker Vehicle Endorsement N and a safe driving record. Employees moving from out of state must obtain a Washington State license in accordance with Washington State law.
- Must have, or obtain within six months of employment, valid Washington State-approved Industrial First Aid card, Washington State-approved flagging and traffic control certification, and forklift training.
- Must work emergency and prearranged overtime.
- Must wear and utilize personal protective equipment as required.
- Must live within the established residency boundaries.

WORKING CONDITIONS:

- The job functions will be performed in both indoor and outdoor environments, subject to adverse weather conditions and noise.
- Some job functions will be done in areas covered by brush and trees or in trenches and where footing is poor and the ground uneven and/or water soaked.
- Job functions on and around mechanized equipment will present the need for alertness and safety awareness.
- Job functions will require work on ladders, structures, and equipment.
- The job functions require working with persons who exhibit many types of personalities and behaviors.
- May encounter the need to work with hazardous materials.
- Job functions will require working in the proximity of energized high voltage lines, cables and equipment.

PHYSICAL REQUIREMENTS:

- The work requires the ability to lift and carry up to 100 pounds. Materials, equipment, etc. will be lifted to and from trucks, equipment, warehouse shelves and the ground.
- The work requires the ability to climb ladders and structures; to climb on, off and around trucks and other equipment; and to work in elevated positions up to 25 feet.
- The work requires the ability to operate tools, equipment, vehicles and machinery.
- The work requires the ability to observe system condition from a long distance; work in limited light; and differentiate among colors.
- The work requires the ability to answer questions and communicate with coworkers, customers and others in person, on telephones and mobile radios.
- The work requires the ability to see, hear, and smell in order to detect problems and ensure the safety of employees and others in response to exposure to the hazards associated with this position.
- The work requires physical strength and agility necessary to perform heavy manual labor.
- Work activities involve combinations of walking, kneeling, climbing, pushing, pulling, bending, lifting and carrying, crawling, and standing for extended periods.

EQUIPMENT AND VEHICLES:

- The job requires driving and operating vehicles such as an automobile, pickup truck, van, CDL truck, line truck with hydraulic boom, forklift and backhoe.
- The job requires operating equipment such as a directional bore machine, excavator, skid steer, backhoe, etc.
- The job requires use of tools such as a chain saw, electric tools, axe, hammer, pumps, etc.
- Future work practices may necessitate the use of different equipment, vehicles and tools.