

**CITY OF CARLSBAD
CLASS SPECIFICATION**

JOB TITLE: UTILITY LOCATOR

DEPARTMENT: UTILITIES (WATER DIVISION)

BASIC FUNCTION:

Under immediate supervision, responds to Dig Alert tickets, researches, identifies, and marks out the location of district and city underground utilities and related appurtenances; locates utilities for entities and individuals working around critical facilities; inspects and reports compliance issues related to encroachments on district and city easement boundaries; including horizontal and vertical utility separation requirements related to proposed wet and dry utility installations; identifies types and sizes of underground pipelines; field verify, document and report updated information to the geographic information system (GIS) database.

KEY RESPONSIBILITIES:

Completes utility location requests; identifies and marks location of underground facilities for USA mark out program; assists city and Utilities departments with utility locations as necessary.

Inspects and reports compliance issues related to district utility separation requirements and district easement boundaries.

Locates and marks out district underground utilities; prepares updated field data on location of district underground utilities; operates pipe locator and a variety of hand and power tools and equipment related to job duties; meets with contractors regarding the location of utilities; walks the construction area with contractor to examine locations and markings.

Updates, maintains, and organizes location and inspection drawing, files, and records.

Reads and understands maps and other documents to help identify underground utilities. Reports any identified misinformation to the appropriate GIS personnel for corrections.

Utilizes the provided mapping tools and locating equipment, as well as other data and information, to locate underground utilities. Indicates utility locations through the utilization of paint, flags, and communicates other relevant information to excavation personnel or other appropriate authorities.

Investigate and identify water leaks within the potable and recycled water systems and report findings to construction and maintenance supervisor.

Responds within time frames required by law, department protocol or best practices to USA Markouts and emergency calls, including working varying hours, weekends, holidays, and unscheduled days as required.

QUALIFICATIONS:

Knowledge of:

- Basic methods and techniques used in the identification and location of underground utility services.
- Pertinent federal, state, and local laws, codes, and regulations concerning USA mark outs.
- Common Ground Alliance best practices.
- Surveying principles and practices as applied to design and construction surveys, working knowledge of pipe and cable locating equipment.
- Principles and procedures of record keeping.

Ability to:

- Communicate effectively both orally and in writing; Manage time and priorities.
- Establish and maintain cooperative working relationships with all levels of employees, contractors, and customers.
- Maintains records of work performed, complete and accurate records and documentation.
- Performs other duties and responsibilities as assigned.
- Operate assigned vehicles skillfully and safely; observe safe driving practices.
- Performs standby duty after one year.
- Observe safe work methods and safety practices related to the work; cone and flag worksites to secure from traffic; use appropriate safety equipment.
- Assist construction and maintenance staff with various tasks, including but not limited to, install, maintain, and repair water distribution and, transmission pipelines, taps, valves, meter services, fire hydrants, manholes and related appurtenances and structures.

EXPERIENCE AND EDUCATION:

A minimum of one (1) year of experience in utility locating preferably in locating water and wastewater infrastructure; including experience in the use of locating equipment.

Education:

High School Diploma or GED equivalent.
Training as a competent Utility Locator desired.

REQUIRED LICENSES AND/OR CERTIFICATIONS:

- Must possess a valid California Class C Driver's License.
- Common Ground Alliance Certification – within 12 months of hire.
- California State Water Board Distribution 2 Certification – within 24 months of hire.

PHYSICAL STANDARDS

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Employees may be required to wear and/or use personal protective and other safety equipment. 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 regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; drive; and talk and hear. Employee is frequently required to climb or balance; stoop, kneel, crouch, or crawl. The employee is occasionally required to sit. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close, distance, color, and peripheral vision; depth perception; and the ability to adjust focus.

DATE APPROVED: January 24, 2023