

Position Specific Career Ladder Criteria

Position: Utility Serviceperson (Distribution)

Career Ladder Specifications

A. Entry Step

- Pass background and driving record check
- Obtain a Montana State driver's license or ability to obtain one within 30 days
- Complete the job specific orientation and training
- Experience with and knowledge of general tools

Wage: Grade 12, Step 14, then Grade 14, Step 22 after completion of the 6-month probation period

B. Intermediate Step

Incumbents in this step must possess a minimum of one full year of experience working with Missoula's water system or equal, foster a culture strong in safety, adhere to Missoula Water standards and specifications, and support a positive team environment.

Work Elements:

- Perform hydrant inspections
- Perform hydrant flow tests
- Operate valves
- Conduct system flushing (blow offs)
- Assist with taps on existing mains
- Assist with main repairs
- Rebuild hydrants
- Perform locates on existing water infrastructure using maps and field notes
- Assist with call shifts with an experienced employee
- Assist with new employee training
- Assist other teams as requested

Wage: Grade 12, Step 28

All Departments

Education/experience requirements

High school degree or equivalent

C. Senior Step

Incumbents in this step must have two full years of experience working with Missoula's water system or equal, foster a culture strong in safety, adhere to Missoula Water standards and specifications, and support a positive team environment.

Work Elements:

- Perform all tasks in the Intermediate Step
- Complete the trenching, shoring and competent person class
- Obtain the Water Distribution certification
- Manage a main repair project
- Manage a tap on existing main project
- Perform and manage a valve replacement project
- Perform and manage a hydrant replacement project
- Complete at least four on call shifts per year
- Read and interpret water system plans
- Complete leak investigations
- Conduct capital inspections
- Provide mentorship to coworkers
- Administer new employee training
- Assist other teams as requested

Wage: Grade 12, Step 34