

City of Vicksburg

Job Description

Job Title: Foreman/Gas

Department: Gas

Reports To: Supervisor

FLSA Status: N

Prepared By: TMJ

Prepared Date: 1/12/18

Approved By:

Approved Date:

Summary

Leads a work crew in the repairing, maintaining, and construction of gas lines.

Essential Duties and Responsibilities

include the following- Other duties may be assigned.

Must be willing to learn how to repair and maintain gas lines and to teach these skills to other workers.

Takes over dispatcher duties as needed

Leads a work crew in the repairing, maintenance, and installation of gas lines.

Rotates safety meetings.

Makes taps and welds plastic pipes.

Maintains weekly tuck log.

Does plumbing and pipefitting on gas lines.

Operates equipment.

Ability to use different types of tools, such as picks, shovels, probs.

Repairs, maintains, and cleans tools and other equipment.

May take over some supervisory duties when Superintendent and Assistant Superintendent are absent.

Supervisory Responsibilities

Directs a work crew in safe manner to complete assigned tasks.

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience

High school diploma or general education degree (GED) preferred; At least two-three years (2-3) experience working with gas lines; Prior foreman experience preferred.

Language Skills

Must have basic language skills.

Mathematical Skills

Must have basic mathematical skills.

Reasoning Ability

Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations. Computer Skills

No skills needed.

Certificates, Licenses, Registrations

Valid driver's license; must be certified or willing become certified to perform all tasks assigned to the Gas Department.

Other Skills and Abilities

Must have good leadership skills.

Other Qualifications

Must be in good physical shape; Overtime, flexible work schedule and on-call duty may be assigned with little to no notice.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. 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; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear and taste or smell. The employee must regularly lift and /or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception and ability to adjust focus.

Work Environment The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. 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 exposed to wet and/or humid conditions; fumes or airborne particles; toxic or caustic chemicals; outside weather conditions; extreme cold and extreme heat. The noise level in the work environment is usually moderate.