

## **Utility Locator**

TriCo Regional Sewer Utility is a Regional Sewer District formed by IDEM and as such is a form of local government. Our Vision is to be a model regional utility with the mission to provide high quality, cost-effective sanitary sewer service to our community. When you visit our vibrant office building and water resource reclamation facility in Zionsville, Indiana you will find our driven, efficient, and customer focused team striving to improve our service to our customers and create an engaging and pleasant work environment.

If you have utility locating experience and are looking for a great place to work while helping to protect the environment, we look forward to the opportunity to talk with you about the Utility Locator position.

Hourly Rate \$29.66 – \$38.59 dependent on qualifications and experience.  
Full-time is 37.5 hours per week

**SUMMARY:** This position is responsible for completing and overseeing utility locates and other technical tasks with limited supervision at TriCo Regional Sewer Utility (TriCo).

All Employees at TriCo are expected to model the Utility's vision and mission.

**EDUCATION and/or EXPERIENCE:** High school diploma or general education degree (GED); and 5 years related experience and/or training; or equivalent combination of education and experience. An Associate's degree (A.A.) in a related field is desirable.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

1. Serves as primary/lead locator for the Utility.
2. Reviews locate requests received from Indiana Underground Plant Protection Service (IUPPS) using ticket tracking software, determines what needs to be marked in the field, coordinates locating needs with coworkers, schedules and assigns locates, and completes locates in the field.
3. Monitors construction activity throughout Utility's service area. Regularly visits construction sites with ongoing activities near Utility infrastructure. This infrastructure includes sanitary sewer lines and other TriCo-owned lines at the plant and lift stations.
4. Communicates with contractors, design professionals and other stakeholders working near Utility infrastructure regarding the scope of their work and the location of pipelines, and documents conversations appropriately. Provides appropriate "positive response" communication to excavators in accordance with IUPPS and Utility requirements.
5. Reads and interprets maps, charts and technical drawings.
6. Coordinates and performs "watchdog" inspections on critical infrastructure.
7. Communicates with customers and contractors in the field regarding Utility standards and specifications, and work being done.
8. Monitors compliance with applicable regulations, standards, policies and procedures.

9. Trains coworkers on locating procedures. Assists coworkers with locating as needed.
10. Reviews locating activities by coworkers for quality assurance purposes.
11. Investigates, assesses and documents utility line strikes and/or damage.
12. Tests newly installed infrastructure to determine functionality of the facility and assists the Utility Engineer in plan design regarding locate tone wire specifications and guidelines.
13. Maintains accurate records; documents findings for all inspections.
14. Informs Utility Engineer and/or Engineering Manager of all deficiencies and/or failed inspections.
15. Creates and/or maintains standard operating procedures for routine tasks.
16. Maintains Utility vehicles, tools and equipment.
17. Assists department associates and performs other duties as needed/as requested; acts as a back-up to department associates in their absence. Other duties may include, but are not limited to, performing lateral inspections, I&I inspections, mainline construction inspections, and data entry into asset management database.
18. Other duties as assigned.

#### Overview of Benefits

##### Holiday and Paid Time Off

- Paid Time Off: 2 days a month accumulated from date of hire; 30 day waiting period; one additional day each subsequent year after 5 years with a max of 29 days per year.
- Holiday Pay: TriCo typically observes 13 paid holidays in a calendar year.

All health related insurance coverage is subject to change with the annual renewal.

Health & Vision Insurance: Anthem Indiana Public Employers' Plan (IPEP) 80% of premium paid by TriCo.

- Health Savings Account: Pretax money set aside to be used for health expenses – TriCo's contribution is determined annually by its Board of Trustees. For 2025 TriCo will contribute \$1500 in January and match up to another \$1000. Contributions are prorated for employees hired during the year.

Short and Long Term Disability and Dental Insurance Premium paid by TriCo.

Retirement plan through Hoosier S.T.A.R.T. Program: TriCo contributes 10% of the employee's wages into the employee's 457b account each pay period.