

# **UNDERGROUND SYSTEMS CONSTRUCTION, INC.**

## **JOB CLASSIFICATION: LABORER**

**Job Description:** Perform labor work, generally as a member of the crew.

**Knowledge of:** (Mandatory training provided by USC)

1. USC safety and emergency practices.
2. Construction tools, equipment and practices.

### **Job Responsibilities:**

#### **Ability to:**

1. Operate air compressor, boring and pneumatic tools.
2. Excavate and backfill trenches for services and mains.
3. Cut and thread pipe.
4. Align pipe and fittings.
5. Prepare pipe and apply coating.
6. Paint natural gas facilities.
7. Clean work area, construction crew trucks, tools, and equipment.
8. Perform all duties in a safe manner.
9. Promote good public relations.
10. Work cooperatively with those contracted in the course of work.
11. Perform other duties as assigned.
12. Perform all work in accordance with applicable sections of USC Construction Manual.

#### **Special Requirements:**

1. Must be able to work outside in all types of weather conditions.
2. Must be trained and tested per contract requirements.
3. Pass drug testing.
4. Valid Driver License.
5. Ability to Lift 60 lbs.

#### **Training Requirements**

1. Safety training.
  - a. Use of fire equipment.
  - b. Trench safety.
2. General construction knowledge.
  - a. Pipe installation requirements.
  - b. Handling of pipe, fittings and construction material.
3. One call system requirements.
  - a. Definition of line markings.
  - b. Hand digging requirements.
4. Customer Relations.
5. Must complete USC OQ training sessions – US192-0101 – US 192-1426 (12 training modules total).

**UNDERGROUND SYSTEMS CONSTRUCTION, INC.**  
**JOB CLASSIFICATION: OPERATOR**

**Job Description:** Perform labor work, generally as a member of the crew.

**Knowledge of:** (Mandatory training provided by USC)

1. USC safety and emergency practices.
2. Construction tools, equipment and practices.

**Job Responsibilities:**

**Ability to:**

1. Expertly operate necessary pipeline equipment.
2. Excavate and backfill trenches for service and mains.
3. Clean work area, construction crew trucks, tools, and equipment.
4. Perform all duties in a safe manner.
5. Promote good public relations.
6. Work cooperatively with those contracted in the course of work.
7. Perform other duties as assigned.
8. Perform all work in accordance with applicable sections of USC Construction Manual.

**Special Requirements.**

1. Must be able to work outside in all types of weather conditions.
2. Must be trained and tested per contract requirements.
3. Pass drug testing.
4. Valid Driver License (Prefer CDL Endorsement).
5. Ability to Lift 60 lbs.

**Training Requirements:**

1. Emergency response training (Emergency Plan Manual)
  - a. Section 6.0 (A), 1 thru 11.
2. Safety training.
  - a. Use of fire equipment.
  - b. Trench safety.
3. General construction knowledge
  - a. Pipe installation requirements.
  - b. Handling of pipe, fittings and construction material.
4. One call system requirements.
  - a. Definition of line markings.
  - b. Hand digging requirements.
  - c. Knowledge of locate marks and rules for excavation.
5. Customer Relations.
6. Must complete USC OQ Training – US192-0101 – US 192-0802 (14 TM total)
7. Must complete Competent Person Training.

**UNDERGROUND SYSTEMS CONSTRUCTION, INC.**  
**JOB CLASSIFICATION: PLUMBER/RELITE TECH**

**Job Description:** To instate or reinstate service to residential, commercial, or industrial facilities.

**Knowledge of:** (Mandatory training provided by USC)

1. USC safety and emergency practices.
2. Construction tools, equipment and practices.
3. USC customer service procedures.
4. Threaded joining procedures.
5. Lower flow lockup and shut in testing on a gas meter.
6. Meter reading.
7. Proficient in gas service regulator adjustments.

**Job Responsibilities.**

1. Establish or re-establish gas service per procedures.
2. Perform all duties in a safe manner.
3. Promote good public relation.
4. Work cooperatively with those contacted in the course of work.
5. Perform all work in accordance with applicable sections of the USC Construction Manual and or USC Customer Service Manual.

**Special Requirements:**

1. Must be able to work outside in all types of weather conditions.
2. Training specific to USC Customer Service procedures.
3. Must attend and pass USC Gas Energy re-light course.
4. Must be trained and tested per contract requirement.
5. Must attend and pass USC Gas Qualification Training-Construction Requirements.
6. Pass Drug Testing.
7. Valid Driver License.
8. Ability to lift 60 lbs.

**Training Requirements:**

1. Safety training.
  - a. Use of fire equipment.
2. Leak survey equipment (operation and calibration).
3. USC Gas Energy construction Manual/Customer Service Manual sections.
4. Attend and pass USC Gas Energy re-light course.
5. Customer Relations.
6. USC Relite Training / USC OQ training. US 192-0101 – US 192-1432 ( 24 Training Modules)

# UNDERGROUND SYSTEMS CONSTRUCTION, INC.

## **JOB CLASSIFICATION: FITTER/FUSER**

**Job Description:** Perform labor and skilled natural gas related mechanical work, generally as a member of the crew.

### **Knowledge Of :** (Mandatory training provided by USC)

1. USC safety and emergency practices.
2. Construction tools, equipment and practices.
3. Pipe installation procedures and inspection.
4. Plastic pipe joining using USC procedures.
5. Line locating procedures.
6. Applicable sections of USC Construction Manual.

### **Job Responsibilities.**

1. Join plastic pipe in accordance with procedures.
2. Demonstrate proficiency with operation of heavy construction equipment applicable to the job.
3. Perform all duties in a safe manner.
4. Promote good public relations.
5. Work cooperatively with those contacted in the course of work.
6. Perform all work in accordance with applicable sections of the USC Construction Manual.

### **Special Requirements:**

1. Must be able to work outside in all types of weather conditions.
2. Must carry a working timepiece with a second indicator.
3. Ability to meet and maintain USC plastic pipe joining qualification testing requirements.
4. Ability to qualify to perform hot tapping and plugging procedures, as required.
5. Must be trained and tested per contract requirements.
6. Valid drivers license.
7. Pass drug testing.
8. Ability to lift 60 lbs.

### **Training Requirements:**

1. Attend and pass Pipe Joining Qualification Course.
2. Safety training.
  - a. Use of fire equipment.
  - b. Excavation and shoring training.
3. Leak survey equipment ( Operation and calibration)
4. USC OQ Sessions US 192-0101 – US192-1432 ( 24 Training Modules)
  - a. As outlined in Company provided curriculum.

5. One call system.
  - a. Definition of markings.
  - b. Hand digging requirements.
6. Customer relations.
7. USC Qualification Training
8. Use and maintenance of air breathing equipment.

# UNDERGROUND SYSTEMS CONSTRUCTION, INC.

## **JOB CLASSIFICATION: FOREMEN/CREW LEADER**

**Job Description:** Provide labor and skills, train and direct a crew in the installation of natural gas facilities, and other duties as assigned.

### **Experience:**

Two years experience in the natural gas installation industry.

### **Knowledge of:**

1. USC safety and emergency practices.
2. Construction tools, equipment, and practices.
3. USC pipe installation procedures and inspection.
4. Plastic pipe joining using USC procedures.
5. USC forms and documentation.
6. Applicable sections of USC Construction Manual.

### **Job Responsibilities**

1. Ability to perform all responsibilities of a fitter or operator.
2. Operate small tapping and plugging equipment (1 ¼, 2", 3", 4").
3. Direct and train all assigned personnel.
4. Complete all required paperwork in a timely manner.
5. Perform all duties in a safe manner.
6. Promote good public relations.
7. Work cooperatively with those contacted in the course of work.
8. Perform all work in accordance with applicable sections USC Construction Manual.
9. Proper maintenance and stocking of construction items on crew truck.

### **Special Requirements.**

1. Must be able to work outside in all types of weather conditions.
2. Must carry a working timepiece with a second indicator.
3. Ability to meet and maintain USC plastic pipe joining qualification testing requirement.
4. Ability to qualify and perform hot tapping and plugging procedures, as required.
5. Ability to meet and maintain USC steel pipe joining qualifications may be required.
6. Must be trained and tested per contract requirements –USC OQ US192-0101 – US 192-2402 (32 Training Modules)
7. Pass Drug testing (CDL Endorsement preferred).
8. Valid Drivers License
9. Ability to lift 60 pounds.

Training Requirements:

1. Attend and pass Pipe Joining Qualification Course.
2. Safety training.
  - a. Use of fire equipment.
  - b. Excavation, shoring and OSHA Competent Person training.
3. Leak survey equipment (operation and calibration).
3. USC Construction Manual Sections.
  - a. As outlined in Company provided curriculum.
4. Operation of small tapping and plugging equipment.
  - a. 1-1/4", 2", 3", 4"
5. One call systems.
  - a. Definition of markings.
  - b. Hand digging requirements.
6. USC paperwork (as applicable).
  - a. As-built preparation.
  - b. Leakage, Maintenance and Abandonment Report.
  - c. CGI calibration sheet.
  - d. Other division/District specific paperwork as required.
7. Customer relations.
8. USC Gas Qualification.
9. Understand of the Hazardous Communication Program.
10. Provide daily QC inspections of crew.
11. Use and maintenance of breathing equipment.