

NOTICE OF JOB OPENING

April 25, 2018

JOB CLASSIFICATION: Wastewater Conveyance Operator II

The Benton Utilities Wastewater Conveyance Dept. is accepting applications for the above position. A job description outlining job responsibilities and qualifications is attached.

Grade 8: \$27,256 to \$40,885

Those who are interested in the position should complete an application and submit it to the Human Resources Department as soon as possible. An application and complete job description are available from the Human Resources Department, Benton Utilities Complex, 1827 Dale Ave, Benton, AR or a printable application and complete job description are available on line at www.bentonutilities.com under the personnel tab.

Position closes at 4:00 p.m. Wednesday, May 7, 2018.

**BENTON UTILITIES - BENTON, ARKANSAS
JOB DESCRIPTION**

JOB TITLE: Wastewater Conveyance Operator II	DATE: 04/18
DEPARTMENT: Wastewater Conveyance	GRADE: 8
DIVISION: Public Utilities	FLSA STATUS: Non-exempt
REPORTS TO: Wastewater Conveyance Manager	EEO CATEGORY: Skilled Craft

This job description should not be interpreted as all-inclusive. It is intended to identify the essential functions and minimum qualifications of this job. The incumbent(s) may be required to perform job-related responsibilities and tasks other than those stated in this job description. Nothing in this job description restricts management's right to assign or reassign job-related responsibilities and tasks to this job at any time. Certain functions are understood to be essential; these include, but are not limited to, attendance, getting along with others, working a full shift, and dealing with and working under stress. Any essential function of this class will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA). Reasonable accommodation for the specific disability will be made for the incumbent/applicant when possible.

JOB SUMMARY: To provide general repair and maintenance to ensure the proper operation of the of the City wastewater conveyance system.

ESSENTIAL JOB FUNCTIONS:

1. Checks and repairs clogged and broken sewer lines.
2. Checks and repairs manholes.
3. Performs daily and monthly inspections of wastewater lift stations to check for malfunctions and safety hazards.
4. Performs electrical and mechanical maintenance on lift stations.
5. Checks and records meter readings.
6. Serves in rotation for on-call duty.
7. Pulls and repairs pumps and uses equipment to clean wet wells at lift stations.
8. Checks and maintains backup generators.
9. Clears brush and debris from right-of-ways.
10. Performs grounds and building maintenance, such as mowing, weed trimming, spraying herbicide, painting, and cleaning.
11. Inspects and performs maintenance on equipment and vehicles.

12. Safely operates vehicles involved in daily operations, including pickup, dump truck, jet-vac, tanker truck, backhoe, and bushhog.
13. Checks grease traps quarterly to ensure businesses are in compliance.
14. Safely applies chemicals as necessary to treat collection lines.

SECONDARY DUTIES AND RESPONSIBILITIES:

1. Assists with sewer taps.
2. May be required to work overtime or serve on-call.
3. Assists with utility locates.
4. Answers general questions from the public concerning collection system.
5. May inspect sewer connections.
6. Performs vacuum testing of manholes.

SUPERVISORY RESPONSIBILITIES: None

Budget Responsibility:	\$ N/A Annual dollars
Facilities and Equipment Responsibility:	\$150,000 to \$1,000,000

EDUCATION AND EXPERIENCE

High school diploma or GED plus specialized training and/or additional college courses and two (2) years of related experience and/or training.

MINIMUM QUALIFICATIONS:

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Must possess a Class I Wastewater Treatment Operator's License.

Must possess and maintain a Class A or B Commercial Driver's License.

Considerable knowledge of the operation of a wastewater conveyance system, including pump controls and electrical equipment, manholes, and sewer lines.

Considerable knowledge of hazards and safety procedures in operation of conveyance system.

Skill in use of hand tools used for maintenance and repair.

Skill in operating a dump truck, jet-vac, tank truck and tractor

Ability to identify and remedy malfunctions at lift stations.

Ability to read schematics of sewer main map.

Ability to communicate effectively with the public.

Moderate knowledge of conveyance line repair techniques.

General knowledge of State Plumbing and Health codes and workplace safety.

General knowledge of painting, carpentry, use of hand tools, and working with concrete.

Skill in safe operation of a backhoe, jet-vac, dump truck, bush hog and tanker truck.

Ability to communicate effectively with the public.

These knowledge, skills, and abilities are usually, although not always, acquired through completion of high school, additional training under State regulated licensing program, and two (2) years experience in wastewater collection operations. Equivalent combinations of education and experience will be considered.

PHYSICAL REQUIREMENTS:

The physical activities marked below are representative of those that will be required on a regular basis to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

	Yes	No
Lifting (lbs.)	100	
Carrying (lbs.)	80	
Stooping/Bending	X	
Kneeling/Squatting	X	
Walking	X	
Standing	X	
Sitting	X	
Climbing, Balancing (working with a ladder	X	
Use of hands to finger, handle, or feel	X	
Physical Coordination (simultaneous use of hands, arms, feet and legs)	X	
Eye-Hand Coordination	X	

Close Vision (Clear at 20 inches or less)	X
Distant Visions (Clear at 20 feet or more)	X
Color Vision	X
Depth Perception	X
Hearing	X

WORK ENVIRONMENT:

The environmental conditions marked below are common for this job.

	Yes	No
Outdoor weather conditions	X	
Wet, Humid conditions (non-weather)	X	
Work near moving mechanical parts	X	
Work in high, precarious places	X	
Fumes or dust	X	
Toxic or caustic chemicals	X	
Extreme Heat (non-weather over 90° F)	X	
Low noise (e.g., business office)	X	
Moderate Noise (e.g., light motorized equipment such as lawn mowers)	X	
Loud noise (e.g., jackhammer, heavy motorized equipment)	X	