JOB ANNOUNCEMENT
CITY OF TROY, AL
INTERNAL/EXTERNAL

CLASSIFICATION TITLE: WASTEWATER O&M Tech I - Utilities Sewer Department

FLSA DESIGNATION: NON-EXEMPT, CLASSIFIED

OPENING DATE: November 12, 2015

CLOSING DATE: November 19, 2015

PAY RATE: SKILL LEVEL - 7

SUMMARY DESCRIPTION:

This position is routine semi-skilled manual labor. Work will be performed under the immediate direction of the Plant Manager of the Sewer Department. Examples of the work for this position include repairing of sewer lines, maintenance of lift stations, grass cutting and other general duties in the wastewater field. This position represents an employee who can perform the duties listed, along with any other duties as directed by the proper authority.

REPRESENTATIVE DUTIES:

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Performs duties such as sample set-up and sample processing, along with the general maintenance necessary for all sampling equipment.
2. Operates other trucks and equipment at treatment plant and other sites as needed.
3. Performs or assists others with operation, maintenance, and repairs at treatment plant, lift stations, and other locations as needed.
4. Assists in the sampling of industries and other necessary sampling in the distribution system to protect the integrity of the plant.
5. Performs duties such as grass cutting, edging and weed-eating at the plant, lift stations or any other location owned or operated by the City of Troy.
6. Assists with the duties at sewer department's farm site, such as hay cutting, raking and baling if needed.
7. Performs other duties as assigned.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

- Ability to learn principles and practices of routine and preventative maintenance of wastewater equipment.
- Ability to learn principles and procedures of record keeping.
- Knowledge of the occupational hazards and standard safety practices.
- Ability to perform a variety of semi-skilled and skilled construction and maintenance tasks.
- Ability to operate and maintain hand and power tools in a safe and efficient manner.
- Ability to perform heavy manual labor.
- Ability to perform a variety of manual tasks for extended periods of time and in unfavorable weather conditions.
- Ability to operate a two-way radio.
- Ability to read and interpret basic blueprints, diagrams, and maps and instructions.
- Ability to work independently in the absence of supervision.
- Ability to understand and follow oral and written instructions.
- Ability to communicate clearly and concisely, both orally and in writing.
- Ability to be available to work nights, weekends, stand-by and emergency call-ins.
- Ability to establish and maintain effective working relationships with those contacted in the course of work.

MINIMUM QUALIFICATIONS

A. High school diploma or GED.
B. Valid Alabama Driver's license is required.
C. Subsequent to job offer, applicant must submit to and pass a pre-employment physical and drug/alcohol screening,
D. Subsequent to job offer, applicant is subject to satisfactory background check and MVR.

MINIMUM REQUIREMENTS TO PERFORM ESSENTIAL FUNCTIONS:

The following requirements are normal for this classification. Specific requirements may not apply to all positions within this classification, but are determined by the normal requirements for the particular position.

Essential Physical Abilities
The incumbent is regularly required to use hands to finger, handle or feel objects; bend body downward and forward, requiring full use of the lower extremities and back muscles; reach with hands and arms; hear; read and write; walk; occasionally lift or carry heavy objects between 50-100 pounds; and grasp, hold and toss objects.
Supervisory Control
The supervisor assigns work in terms of general instructions. The supervisor spot-checks completed

work for compliance with procedures, accuracy, and the nature and propriety of the final results.
Guidelines
Guidelines include City of Troy Personnel Policies and procedures, benefits policies and procedures, the Risk Management Manual, and the City of Troy Core Values. These guidelines are generally clear and specific, but may require some interpretation in application.
Complexity
The work consists of semi-skilled and skilled manual labor. The operation of heavy equipment, environmental extremities, and ability to follow safety procedures contributes to the complexity of this position.
Scope & Effect
The purpose of this position is to provide support to the Sewer Department and to act under the supervision of the Plant Manager of Walnut Creek WWTP. Must be able to work during emergencies, inclement weather, and after-hours as required. Success in this position results in greater effectiveness of Walnut Creek WWTP and its processes.
Personal Contacts
Contacts are typically with employees, co-workers, and members of the general public.
Purpose of Contacts
Contacts are typically to resolve problems and provide services.
Work Environment
Work is performed in the field exposing employee to high and low temperatures; strong odors; dirt, dust and fumes, and in an outdoor environment with exposure to varying weather conditions; possibly bodily injury from moving mechanical parts of equipment, tools, machinery, or other vehicles in traffic situations. The incumbent's working conditions are typically moderately loud to very loud.
Supervision Exercised
None

NOTE:

Statements included in this description are intended to be representative of the duties and responsibilities of this job and are not to be interpreted as being all inclusive. The employee may be assigned other duties that are not specifically included. This job may also require meetings outside of normal business hours or work on weekends and evenings. Required traveling by auto for training or job assessments.

Successful applicant is required to pass physical examination and drug test, and have a valid Alabama Driver's License. Position subject to satisfactory background check.

IF YOU BELIEVE THAT YOU ARE QUALIFIED FOR THIS POSITION AND WOULD LIKE TO COMPLETE AN APPLICATION, BLANK APPLICATIONS ARE AVAILABLE FROM:

City of Troy Department of Human Resources
301 Charles W. Meeks Avenue
Troy, AL 36081

RESUMES WILL NOT SUBSTITUTE FOR AN APPLICATION. APPLICATIONS WILL REMAIN ON FILE 6 MONTHS FROM CLOSING DATE.

The City of Troy is an Equal Opportunity Employer