JOB DESCRIPTION

Job Title: Sewer Laborer III
Department: Public Works
Reports To: Sewer Superintendent
FLSA Status: Non-exempt

SUMMARY: Performs a variety of semi-skilled and skilled maintenance tasks, and operate a variety of equipment in the construction, operation, repair, maintenance, and replacement of the City sanitary sewer collection system and facilities.

ESSENTIAL FUNCTIONS

THE ESSENTIAL FUNCTIONS INCLUDE, BUT ARE NOT LIMITED TO, THE FOLLOWING DUTIES. ADDITIONAL ESSENTIAL FUNCTIONS MAY BE IDENTIFIED BY THE CITY AND LISTED AS SUCH IN THE INCUMBENT’S PERFORMANCE APPRAISAL ELEMENTS. VARIOUS TASKS MAY BE ASSIGNED UNDER EACH ESSENTIAL FUNCTION. THOSE THAT ARE LISTED UNDER THE EXAMPLES OF WORK ARE NOT ALL INCLUSIVE; THEY ARE EXAMPLES ONLY AND MAY BE AMENDED OR ADDED TO AS NEEDED BY THE CITY.

EXAMPLES OF WORK

Examples of work performed in this classification include, but are not limited to, the following tasks. These tasks may be amended or other tasks may be assigned as necessary.

• Available for weekly rotation for after hour call outs;
• Able to perform all tasks of Laborer I and II;
• Assists with the planning, scheduling and implementation of construction, maintenance, and operation activities designed to provide quality sewer service for the City;
• Perform a variety of skilled duties in the minor construction, alteration, maintenance and repair of sanitary sewer lines, lift stations, and grinder pumps;
• May serve as the lead man of a work crew working independently from the direct leadership of superintendent; assists in the training of lower level employees to increase their skills in the maintenance, construction and repair of sanitary sewer line and facilities;
• Inspect and/or repair lift stations and grinder pumps to insure systems are functioning properly;
• Assist with the Inspection of sanitary systems for potential inflow and infiltration (I & I) including televising sewer mains, adjusting manhole grades, smoke testing and dye testing
• Responds to complaints regarding sewer leaks and malfunctioning grinder pump and lift stations;
• Determine the location of sanitary sewer lines as needed prior to excavation;
• Lay brick and finish concrete in the construction or repair of manholes, repair of water and sewer lines, minor sewer lift station repairs and minor water well repairs;
• Operate a front end loader for clearing and grubbing right-of-way and mining materials used in various public works projects;
• Operate equipment safely and follow operator guidelines; wear appropriate safety protective apparel;
• Perform related tasks as required.

SUPERVISORY RESPONSIBILITIES:

Some supervisory responsibilities required

INCUMBENT PERFORMS OTHER JOB-RELATED TASKS AS ASSIGNED AND REQUIRED; ANY DUTIES/TASKS INCLUDED IN THE EMPLOYEE’S PERFORMANCE EVALUATION ELEMENTS ARE ESSENTIAL TO THAT EMPLOYEE’S POSITION WITHIN THE JOB CLASSIFICATION.

MINIMUM QUALIFICATIONS

If a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position.

EDUCATION and/or EXPERIENCE:

Graduate from standard high school or GED equivalency and three (3) years of experience relating to the construction, repair and maintenance of wastewater collection systems including the operation of related maintenance equipment and control systems; some experience in supervision.

Or

Five (5) years successful experience as a Labor II

KNOWLEDGE, SKILLS, ABILITIES, AND OTHER CHARACTERISTICS

• Knowledge of methods, materials, tools and equipment used in the water and sanitary sewer maintenance and repair;
• Knowledge of occupational hazards involved in specialized work and the proper safety precautions for safe job performance;
• Knowledge of electrical components
• Knowledge of city geography;
• Skill in minor repair and maintenance of equipment;
• Able to follow oral and written work instructions;
• Able to prepare routine work reports;
• Able to exercise dependability, punctuality and willingness to assist co-workers when work priorities change;
• Able to operate 2-way radio and pager equipment according to Federal Communication rules, regulations & requirements;
• Able to safely operate the following equipment:
  o Lift station controls;
  o Back hoe and track hoe;
- Dump truck;
- Power generator;
- Tractor pulling mower and/or brush hogs;
- Tools;
- Weed eaters;
- Grinder pumps;
- Sanitary sewer cleaning equipment

OTHER REQUIREMENTS:
Have and maintain valid MS Vehicle Operator's license.

PHYSICAL REQUIREMENTS:
These physical requirements are not exhaustive and additional job-related physical demands may be added to these by the City if the need arises. Corrective devices may be used to meet these physical requirements.

- Heavy work: may frequently lift up to approximately 50 pounds and/or occasionally lift up to approximately 100 pounds;
- Physical strength and agility sufficient to perform heavy manual labor for extended periods of time and occasionally under unfavorable weather conditions;
- Vision: Requires ability to perceive and discern objects by eye including maps, charts, equipment control panels, etc.;
- Speaking/Hearing: Requires ability to give & receive information through speaking and listening;
- Motor Coordination: Regularly requires use of fingers and hands to work 2-way radio, pager, and telephone and equipment control panels. Will frequently be required to stand, climb, stoop, kneel, crouch or bend.

WORK ENVIRONMENT:

Exposure to extremes of temperature, precipitation, and humidity and contact with fuel/chemicals on a frequent basis. Motor vehicle traffic presents potential danger. Noise level is loud.

I understand that the duties listed above are intended as illustrations of the various types of work that may be performed and the omission of specific statements of duties does not exclude them from the position.

This Job Description does not constitute an employment agreement between the employer and employee and I understand that the employee/employer relationship is “at-will.” I also understand that this Job Description is subject to change by the employer as the needs of the employer and requirements of the job change.

Approval: __________________________ Date: __________________________