

VACANCY NOTICE

The following position is available. For full consideration, all interested and qualified candidates should apply by submitting a letter of application and resume' to **Sue Warren, Director of Human Resources/Labor Relations, City of Burton – 4303 S. Center Rd., Burton, MI 48519.**

Department of Public Works – Senior Sewer/Water Tech Operator

REPORTS TO:

Water/Sewer Superintendent/Foreman

DEFINITION:

Under the supervision of the water and sewer department superintendent/foreman monitors, performs repairs and preventative maintenance on the City sewer pumps, lift stations, wet wells, and related equipment.

QUALIFICATIONS:

- High School Diploma or equivalent
- Preferred college or a combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance.
- **Possess and maintain a valid Driver's License issued by the State of Michigan**
- **Possess a current CDL Class B Endorsement in heavy equipment and air brakes operation and DOT Physical.**
- Ability to obtain Tanker Endorsement within one (1) year of obtaining the position.
- **Possess a S-2 or a minimum of a S-4 Michigan Department of Environmental Quality Certificate or able to obtain within one (1) year of appointment.**
- Possess MiOSHA Confined Space Training Certification
- Must be willing to assume responsibility for 24 hour operations in assigned area of responsibility or to respond to emergency situations in off hours as required.
- Must be in good physical condition
- Minimum of 2 years of experience working in the water or sewer industry maintaining equipment.

SKILLS:

- Prior experience in working outside, in water/sewer construction, road construction, and general maintenance and construction.
- Considerable knowledge of procedures, technical drawings, crane rigging and correct lifting procedures, pump, booster fluid hydraulics, safety procedures, including but not limited to confine space entry, lock out tag out, operate equipment, materials and tools used in the maintenance of motors, pumps, compressors, electrical panels, automatic controls, valves, and other related equipment.
- Good communication and writing skills
- Ability to use office equipment such as computers, printers, copiers, telephone, fax machine, calculator

DUTIES AND RESPONSIBILITIES:

Including and not limited to:

- Expected to perform assigned tasks without detailed instruction.
- Have considerable knowledge of the maintenance and repair of pumps, motors, generators, and related equipment.
- Have a good general knowledge of a collection system
- Inspect, operate, diagnose problems and perform preventative maintenance and repairs on electric motors, pump panels, engines, pumps, compressors, valves, and related equipment.
- Read and interpret blueprints, maps, charts and gauges, manufacturer recommendations and guidelines.
- Maintain accurate records.
- Understand and carry out oral and written directions.
- Establish and maintain cooperative working relationships
- Work safely
- Work independently
- Operate a variety of hand tools and equipment
- Use good judgment
- Work with high and low voltages

- Assist with Road Department functions as needed
- Other duties as assigned by department supervision
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WORK ENVIRONMENT

The employee must perform work in indoor and outdoor environments that are often crowded, wet, cold, warm or extremely hot. Work may involve bending, pushing, moving, lifting moderately heavy objects, dexterity of hands and fingers to operate tools and/or equipment.

Must meet the following requirements which are necessary to successfully perform the essential functions of this position:

- Communicate orally and by telephone with management, co-workers, and the public in face-to-face, one-to-one, and group settings
- Sit for extended periods of time
- Carry, push, reach, and lift up to 70 pounds
- Sufficient manual dexterity to operate equipment
- Walk on uneven terrain
- Handle exposure to heavy equipment, dust, noise, and potentially hazardous substances, including but not limited to sewage, chemicals, and electricity
- Work in confined spaces and work in trenches and elevated areas
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TERMS OF EMPLOYMENT

Work year, wages, and benefits as outlined in the Collective Bargaining Agreement with the City of Burton and AFSCME Local 1918.09.

Wage range will be \$16.00/hr. - \$22.86/hr.

Work schedule will be 40 hours per week **Monday – Friday 7:00 a.m. to 3:30 p.m.**, and on call as needed.

Evaluation/Performance Measurements

Criteria for performance include, but are not limited to:

- Attendance record
- Human interactions
- Equipment, machinery, materials, and tool utilization
- Verbal, mathematical aptitude as required by job duties
- Participation in specific training or workshop opportunities
- Production and efficiency related to job duties

2/27/15