

**CITY OF COCONUT CREEK
JOB DESCRIPTION**

JOB TITLE: Utility Services Worker I (Wastewater)
DEPARTMENT: Utilities & Engineering
FLSA STATUS: Non-exempt

GENERAL PURPOSE:

Performs entry-level technical work in installation, inspection, maintenance, and repair of wastewater transmission and collection facilities and equipment including, but not limited to, lift stations, pumps, telemetry systems, force mains, gravity sewers, laterals, cleanouts, valves, wet wells, manholes, etc. Work is performed under general supervision of a Lead Worker/Crew Leader.

EXAMPLES OF ESSENTIAL FUNCTIONS:

The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. It is not necessarily descriptive of any one position in the classification. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

- Installs, inspects, and repairs lift station pumps, force mains, laterals, manholes, cleanouts, and valves
- Operates a variety of light and heavy equipment used in maintenance, such as dump trucks, mini excavators, crane trucks, and backhoes
- Assists with the inspection of force mains, gravity sewer lines and laterals; troubleshoots field conditions
- Installs and manages traffic control during maintenance, repair, and construction activities
- Assists with rehabilitation of lift stations, including, but not limited to, installation of new pipes and valves, pump installation, repair or replacement
- Loads and unloads supplies, tools, equipment and materials as needed
- Supports other divisions, departments and agencies as required
- Performs other duties as assigned and/or required

MINIMUM QUALIFICATIONS:

High school diploma or GED; supplemented by a minimum of one (1) year of experience in the maintenance, troubleshooting, and repair of wastewater collection systems; an equivalent combination of education, certification, training, and/or experience may be considered.

Must have a valid Florida driver license Class E; preference will be given to those with a current Florida commercial driver license (CDL) Class B or higher. CDL must be obtained within first year of employment, and is required for consideration for advancement opportunities. A Florida Water Pollution Control Operations Association

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(FWPCOA) Class "C" Wastewater Certification is preferred, and is required for consideration for advancement opportunities.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Working knowledge in the use of standard hand tools, operation of light power driven equipment, trucks, and other vehicles
- Skill in providing good customer service
- Skill in Microsoft Office Products (Outlook)
- Ability to quickly learn and retain how to use all required tools, equipment, and vehicles in a safe and efficient manner
- Ability and willingness to perform heavy manual work for extended periods under varying climatic conditions and while exposed to foul odors, noxious gases, and vermin and insects
- Ability to work in confined spaces, including lift stations, trenches and sanitary manholes
- Ability to make decisions based on City and department policies and procedures
- Ability to work independently with minimal supervision
- Ability to participate in the department's mandatory emergency callout rotation schedule following successful completion of probationary period
- Ability to clearly communicate and understand information in English, both orally and in writing
- Ability to establish and maintain effective and cooperative working relationships with other employees, departments, and the general public, and exhibit a positive attitude
- Ability to regularly attend work and arrive punctually for designated work schedule

PHYSICAL REQUIREMENTS:

Depending on functional area of assignment, tasks involve the regular and, at times, sustained performance of moderately physically demanding work and may require occasional lifting, carrying, pushing and/or pulling of heavy objects or materials (up to 80 pounds). Tasks that require moving objects of significant weight require the assistance of another person and/or use of proper techniques and moving equipment. Tasks may involve extended periods of standing and/or walking. Tasks require confined space ingress/egress, and mobility to enter and/or exit sanitary manholes via a ladder.

ENVIRONMENTAL REQUIREMENTS:

Tasks are regularly performed outside with potential for exposure to adverse conditions, such as dirt, dust, pollen, odors, fumes and/or poor ventilation, wetness, humidity, rain, temperature and noise extremes, machinery and/or moving vehicles, vibrations, electric currents, animals/wildlife, toxic/poisonous agents, gases or chemicals, oils and other cutting fluids, violence and/or disease, or pathogenic substances.

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SENSORY REQUIREMENTS:

Some tasks require manual dexterity, in addition to visual and hearing acuity. Some tasks may involve identifying and distinguishing colors.

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The job description does not constitute an employment agreement between the City and employee and is subject to change by the City as the needs of the City and requirements of the job change.

The City of Coconut Creek is an Equal Opportunity Employer. In compliance with United States Equal Employment Opportunity guidelines and the Americans with Disabilities Act, The City provides reasonable accommodation to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

I have read and understand this classification description and hereby certify that I am qualified to perform this job, with or without reasonable accommodation.

Job Title

Name (print)

Supervisor's Name (print)

Employee Signature

Supervisor's Signature

Date

Date