

**CITY OF COCONUT CREEK
JOB DESCRIPTION**

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

GENERAL PURPOSE:

Performs senior-level technical work related to the 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, laterals, cleanouts, valves, wet wells, manholes, etc. Work is performed under limited supervision with moderate latitude. Position relies on experience and exercises independent judgment to determine the best approach by using and interpreting policies and procedures.

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.

- Documents problems and repairs with work orders, DVD's, photos, and reports
- Ensures all equipment, supplies, materials, and tools are ready for related job tasks
- Inspects, troubleshoots, and performs maintenance, repair, and installation of sewer systems
- Maintains supplies, materials, and fittings for repair work
- Operates a variety of light and heavy equipment such as dump trucks, mini-excavators, crane trucks, and backhoes
- Performs routine maintenance and repairs on the wastewater system
- Trains team members
- Provides support to other divisions as needed
- Performs other duties as assigned and/or required

MINIMUM QUALIFICATIONS:

High school diploma or GED; supplemented by a minimum of three (3) years' experience in the installation, maintenance, and repair of wastewater systems; an equivalent combination of education, certification, training, and / or experience may be considered.

Must have a valid Florida Class A and B commercial driver license,; Florida Water Pollution Control Operations Association (FWPCOA) Class "C" Wastewater Certification and Shoring and Trenching certification from the Florida Water and Pollution Control

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Operators Association (FWPCOA); Confined Space certification; and Maintenance of Traffic (MOT) certification.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of occupational hazards and ability to implement necessary safety precautions
- Skill in the use of standard hand tools, operation of light power driven equipment, trucks, and other vehicles
- Skill in providing good customer service
- Ability to quickly learn 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
- Ability to read and comprehend blueprints pertaining to water and wastewater
- Ability to make decisions based on department policy
- Ability to work with minimal supervision and to train others
- Ability to participate in the department's mandatory emergency callout rotation schedule
- 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 those contacted in the course of work
- 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.

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.

SENSORY REQUIREMENTS:

Some tasks require manual dexterity, in addition to visual and hearing acuity.

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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