



JOB TITLE Collection System Maintenance	DATE July 12, 1999
DEPARTMENT Public Works	COMPARABLE WORTH RATING 68 - 71

REPORTS TO – Cemetery Sexton/Sanitary & Sewer Foreman

SCOPE OF POSITION:

General Statement of Duties: To prepare and maintain records for sewer system operation and maintenance, and to perform operation maintenance and repair of all collection system and equipment.

Tools and Equipment: Truck, tank, boom, vacuum, cavity, high pressure, (up to 2000 lb. Pressure) water pumps, water venturi, valves, nozzles, hoses, jet vac, sludge tank, hydraulic and pneumatic vacuum systems, shoe guides, special wrenches, and air monitors for confined space entry. All collection system control panel equipment, conduit, cables, hatches, rails, valves, piping, pumps, floats, cutting torch welder, hoist truck, hoses, tools, confined space entry and its requirements.

Work Environment: Both indoor and outdoor, all-weather conditions, confined space, solvents, fuels, lubricants, wet, smelly, dirty conditions.

Supervision Received: Cemetery Sexton/Sanitary & Sewer Foreman

Supervision Exercised: Collection System Operator

PERFORMANCE RESPONSIBILITIES:

The following list is not intended to be all inclusive, as duties will vary depending upon the direction of the supervisors at the Public Works Garage:

- Comply with the City's confined space permit policy.
- Prepare and maintain all records for sewer system operation and maintenance (Daily, weekly, monthly, annual-as required.)
- Responsible for Safety Training, O.S.H.A. records, and use of equipment required.
- Help in preparation of collection system budget and equipment with public Works Superintendent.
- Attends schools and seminars as necessary.
- Repairs and maintains lift station control panels, pumps, cables, rails, valves, piping, floats, hatches.
- Assignments to operate sewer vactor shall be by supervisors following policy for emergency situations.
- Other duties as assigned.



KNOWLEDGE, SKILLS, ABILITIES:

- Perform work of a semi-repetitive nature where judgment is required to obtain results.
- Reason through problems involving set up and operation of complex equipment. Use considerable judgment.
- Manipulate controls of complex machine at rapid pace involving high degree of coordination.
- Use high degree of care and attention. Prevent damage to equipment where responsibility is placed on operator and not entirely on automatic devices.
- Close mental and visual application for controlling machine at rapid pace requiring close coordination.
- Physical exertion. Climb and work from ladders. Handle medium-weight materials up to 55 pounds.
- Maintain valid Class “B” CDL, with tanker endorsement and Class “SD” Collection System license.

MINIMUM QUALIFICATIONS:

- High School diploma, or equivalent
- Class “B” Driver’s License, with Tanker Endorsement
- Class “SD” Collection System Operator’s License, required within one year for existing employees
- Ability to lift & carry up to 55 pounds
- Two (2) years experience in general mechanical or electrical field
- Must comply with respiratory face-fit test
- Subject to random drug & alcohol testing

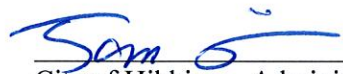
REVIEWED AND APPROVED BY:



Staff Representative –AFSCME

4/10/13

Date



City of Hibbing – Administrator

4-10-13

Date