



James Island Public Service District

*Dedicated to Public Service Excellence*

## DEPARTMENT OF HUMAN RESOURCES

### POSITION DESCRIPTION

<b>CLASS TITLE:</b> WASTEWATER EQUIPMENT OPERATOR	<b>CLASS CODE:</b> WW35
<b>DEPARTMENT:</b> Wastewater	<b>FLSA:</b> Non-Exempt
<b>REPORTS TO:</b> Wastewater Crew Chief	<b>PAY GRADE:</b> 61
<b>SUPERVISES:</b> N/A	<b>REVISED:</b> 12/19/18

#### PURPOSE AND SCOPE:

Under the direct supervision of the Wastewater Crew Chief and the limited supervision of the Deputy Director of Wastewater Services, operates all wheeled and tracked equipment, including the mini excavator, backhoe, hydro-jetter, Jet Vac truck and the dumping trailer. Follows all the Department Safety Policies, standard operating procedures and traffic laws.

This position is designated as Essential in the event the JIPSD's Emergency Operation Plan is activated.

#### ESSENTIAL FUNCTIONS:

(Total of all Essential Functions Must Equal 100%)

- 75% Operates wheeled and tracked equipment, including the mini excavator, backhoe, hydro-jetter, Jet Vac truck and the dumping trailer. Follows all the Dept. safety policies, standard operating guidelines and traffic laws, under the supervision of the Wastewater Crew Chief.
- 10% Responsible for maintaining all heavy equipment to include the Jet Vac truck and executes the daily work assignments. Maintains cleanliness of equipment and truck used in cleaning and repairing sewer lines in accordance with the preventative maintenance system problem areas.
- 5% Completes daily maintenance and inspection checklist of each piece of equipment assigned such as checking for leaks, wear, adequate pressure, cleanliness, and fluid levels; performs wash down when required.
- 5% Ensures that appropriate equipment, such as nozzles, are used at each work site; ensures that all JIPSD safety regulations are followed, including requesting traffic control as needed.
- 5% Maintains a twenty-four hour on-call status for one week in rotation with other Wastewater Services associates and is available for after-hours emergency calls.

100% = All Essential Functions

### PHYSICAL JOB DEMANDS:

	Not Required	Infrequent	Occasional	Frequent	Constant
		<i>Not on Daily basis</i>	<i>0-33% of shift, 1-100 repetitions</i>	<i>33-66% of shift, 100-500 repetitions</i>	<i>67-100% of shift, 500+ repetitions</i>
Standing				X	
Walking				X	
Lifting			100#		
Carrying			100#		
Push/Pull			100#		
Climbing			X		
Balancing			X		
Bending			X		
Kneeling			X		
Crawling		X			
Reaching			X		
Handling				X	
Squatting			X		
Sitting			X		

### KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of standards, practices, and equipment of maintenance.
- Ability to abide by JIPSD's Code of Conduct/ Behavioral Standards.
- Knowledge of the safety hazards and proper precautions relating to operating heavy equipment.
- Ability to perform strenuous physical labor and to exert up to 100 pounds of force.
- Ability to work well with colleagues and the general public.
- Ability to follow work assignments without direct supervision.
- Ability to operate equipment used in the maintenance and repair of sewer systems.

### MINIMUM EDUCATION, TRAINING, AND EXPERIENCE REQUIREMENTS:

- High School Diploma or GED plus two (2) years experience in the operation and maintenance of heavy trucks and equipment. Supervisory/team leadership experience helpful but not required.
- Must possess a valid South Carolina Commercial Driver's License (CDL) – Class B, and get a Tanker Endorsement within 6 months of hire.
- Should possess the following certifications within one year of appointment to this position:
  - South Carolina Wastewater Collection System Level D certification (Level C certification preferred.)

**Position incumbents must have successfully completed and possess all of the following specific certifications within eighteen (18) months of the above revised date – or within eighteen (18) months of appointment to this position title. Failure to do so will result in termination of employment:**

- NIMS 100PWb
- NIMS 700
- NIMS 800

**MARGINAL FUNCTIONS:**

- Reports infractions of JIPSD's Use and Rate Resolution.
- Performs other duties as required.

**EQUIPMENT:**

Machinery/equipment used to perform VAC Truck Technician functions, i.e., VAC Truck, dump truck, backhoe, jackhammer, mud-hog, pumps, hand tools, brooms, brushes, shovels, power blower, scales, steam cleaner, buckets, protective clothing, detergents, solvents, sewer cleaner, filters, hoses, measuring containers, hammer, hard-hat, safety glasses, chain saw, gas powered generator, metal detector, rubber boots and gloves, steel toe boots, ear plugs, barricades, radio transmitter and receiver.

**WORKING CONDITIONS:**

Working outside most often; inside as required. Subject to wet and humid conditions, contact with water or other liquids and atmospheric conditions with moisture content sufficiently high to cause bodily discomfort. Subject to atmospheric conditions - one or more of the following conditions may affect the respiratory system or the skin; FUMES, ODORS, DUSTS, MISTS, GASES, or POOR VENTILATION. Subject to noise and vibration-noise/vibration, either constant or intermittent.

**HAZARDS:**

Conditions or situations in which there is risk of danger to life, health, or bodily injury. Includes a variety of physical hazards and conditions, day or night: performing tasks in inclement weather, proximity to moving mechanical parts, electrical shock, gas line explosions, exposure to toxic chemicals and biological agents, combustible gases, insects and snakes.

physical hazards and conditions, such as performing tasks in inclement weather, proximity to moving mechanical parts, electrical shock, gas line explosion, working in areas where ground is unstable, traffic, exposure to insects, and snakes.

**PHYSICAL DEMAND CATEGORY:**

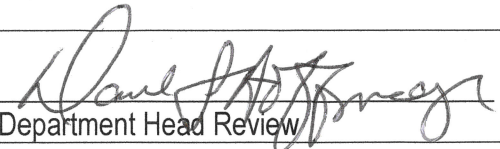

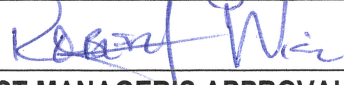
**HEAVY.** Defined in the Dictionary of Occupational Titles as jobs requiring occasional lifting up to 100 lbs., frequent lifts to 50 lbs., constant lifts up to 20 lbs., and a MET level of between 6.4 to 7.5.

**NOTES:**

The listing of the essential functions in this class specification is representative, not exhaustive. It is not necessarily a detailed description of all work responsibilities, and it does not give exclusive title to every

function described. The indicated percentages of time are intended to be a meaningful representation but may vary. Job performance must conform to all JIPSD policies/procedures and applicable SOGs. All associates entering this position title, on or after the Revised Date above, will be required to possess the position requirements as specified on this document. This is not a contract of employment and should not be relied upon as such.

**MANAGEMENT REVIEW/APPROVAL SIGNATURES:**

 Department Head Review	<u>12/19/18</u> Date
 Human Resources Review	<u>12/19/18</u> Date
 <b>DISTRICT MANAGER'S APPROVAL</b>	<u>12/20/18</u> <b>DATE</b>

I certify that I have received a copy of this Position Description:

\_\_\_\_\_  
Associate's Name – Please Print Legibly

\_\_\_\_\_  
Associate's Signature

\_\_\_\_\_  
Date

*James Island Public Service District is an Equal Opportunity Employer and Provider, an At-Will Employer, and a Drug-Free Workplace.  
We Participate in E-Verify.*