

## **CITY OF ELEPHANT BUTTE JOB DESCRIPTION**

Position: **Wastewater Field Operations Technician**

Status: Full Time, Non-Exempt

### General Statement of Duties:

Work involves responsibility for the mechanical aspects of the City's underground sewer system. Work is performed with considerable independence under the direction of the Field Operations Manager, subject to review through reports, results achieved and daily logged activities.

### Features of the Position:

Position consists of a 40 hour work week (normally 6:30am – 3:00pm), which may include time on weekends, holidays, nights and other abnormal hours. An established rotating weekend shift will be adhered to.

### Organizational Relationship:

Work is performed under the direct supervision of the Field Operations Manager. Independence of action is stressed in general performance duties.

### Principal Duties and Responsibilities:

- Assist with daily maintenance of grounds and other facilities, including rinse downs, cutting/spraying weeds and other maintenance on a daily and seasonal basis.
- Assist with the installation and inspection of new sewer lines and services.
- Perform the installation, maintenance and repair of the physical plant and pump stations and all of their components.
- Assist in the performance of regular and unscheduled maintenance and repairs on all plant equipment and machinery.
- On call to respond to emergencies and breakdowns at the plant and pumps stations.
- Perform all work in conformance with Occupational Safety and Health Act regulations.
- Maintain open communications with the wastewater supervisor regarding the treatment process and pump stations operation and malfunctions, as well as make recommendations for repairs and improvements to these systems.

The above information on this job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties and responsibilities required of all employees assigned to this job.

### Minimum Qualifications:

- Must be able to identify safety hazards and properly avoid placing oneself or others in harm's way, while still accomplishing the jobs at hand.
- Perform daily checks of the wastewater treatment process and daily checks of pump stations.
- Have a working knowledge of the operation, methods and procedures of a wastewater treatment plant.
- Have a working knowledge of the machinery used for wastewater treatment and pumping stations.
- Have a thorough knowledge of mechanical equipment and the ability to diagnose and correct equipment malfunctions.
- Have a working knowledge of basic machinery preventive maintenance and repair.
- Have the ability to work with independence and to make routine decisions on the operations of the plant processes and equipment during the Director of Public Work's absence.

### Experience and Training:

High school diploma or GED equivalent required. The City will provide time and financing for future training to gain certification and higher certifications when appropriate. Experience in operating a wastewater treatment facility preferred.

### Physical Demand of the Position:

Have the ability to descend and climb a maximum of 30 rungs to access system pump stations or manholes. Have the ability to lift 50 pounds alone. Have adequate respiratory function to utilize a Self-Contained Breathing Apparatus. Have the ability to detect and differentiate colors and odors associated with plant operations. Work in extreme heat or cold for potentially extended periods of time. Work in awkward positions while bending, twisting, standing or sitting for extended periods of time.

### Pre-employment Requirements:

Must be able to pass a drug screen

Education, experience and references will be verified

### Compensation Type:

Hourly/paid every two weeks

Minimum starting wage: \$12.50 per hour

### Exemption Status:

Non-Exempt

### Benefits:

Participation in the New Mexico Public Employee Retirement Association is required. City offers a partial paid insurance program. The City offers additional participation in a 457 governmental retirement plan.