



# Charter Township of Waterford Job Description

## Grade I – Collection System Maintenance Technologist

**Department:** Public Works  
**Supervised By:** Collection System Maintenance Foreperson  
**Supervises:** No Supervision Responsibilities  
**FLSA:** Non-exempt  
**Bargaining Unit:** Teamsters

### **General Summary**

Under the supervision of the Sewer Division Foreperson or higher graded Collection System Maintenance Technologist, performs a variety routine and manual duties related to general sewer and pump station operation, including the inspecting, cleaning, maintaining and constructing the wastewater collection system and pump stations.

### **Essential Job Functions**

An employee in this position may be called upon to do any or all of the following functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily.

1. Participates in inspecting, cleaning, maintaining, constructing and repairing of wastewater collection systems utilizing a variety of equipment, including rodders, high velocity cleaners and related equipment.
2. Assists with pump station inspections, records instrument readings and makes minor adjustments to keep flow steady using manual, mechanical, electronic and computerized means and equipment to accomplish task.
3. Performs a variety of manual tasks including the lifting and carrying of heavy loads including materials, equipment and debris.
4. Inspects and maintains easements, some of which may be remote or difficult to access.
5. Participates in excavating, shoring and repairing the collection system, including damaged pipe, manholes and casting adjustments.
6. Breaks, cuts and restores concrete and paved surfaces using jackhammers, concrete saws, etc.
7. Participates in the maintenance and repair of wastewater collection system lift stations and components.
8. Maintains accurate, legible and timely records of work performed using manual and computerized spreadsheets and databases.
9. Participates in maintaining proper traffic safety controls at work sites to move traffic safely and efficiently around work site.
10. Performs basic buildings and grounds maintenance at collection systems facilities.
11. Reads and interprets collection system maps to determine basic flow characteristics and construction details.

12. Participates in the containment and clean up of spills emanating from the collection system.
13. Help F&O Department with burials and funerals and other related cemetery work as needed.
14. Other duties as assigned.

### **Required Knowledge, Skills, Abilities and Minimum Qualifications**

The requirements listed below are representative of the knowledge, skills, abilities and minimum qualifications necessary to perform the essential functions of the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the job.

1. Must be a high school graduate or equivalent.
2. Must obtain a Grade I California Environmental Association Quality License within one (1) year of appointment to the Grade I position.
3. Must have a valid Michigan's Drivers License at the time of employment and be able to obtain a CDL within six (6) months of appointment to this position.
4. Posses basic mechanical skills necessary to perform the essential duties and responsibilities of the position.
5. Ability to learn operations, services and activities of a wastewater collection system, including maintenance programs.
6. Ability to learn the methods and techniques of recording instrument readings and related measuring devices.
7. Ability to operate computers, their operating systems and various software programs.
8. Ability to learn traffic control methods and techniques.
9. Ability to learn the operation and characteristics of collection system maintenance equipment.
10. Ability to learn standard safety practices.
11. Ability to learn applicable codes, regulations, policies and procedures.
12. Ability to communicate accurately, clearly, concisely in writing, orally and electronically, in the English language. **Skills test required.**
13. Ability to read and interpret essential technical information including maps and drawings.
14. Ability to perform basic mathematical calculations. **Skills test required.**
15. Ability to perform maintenance and repair of the wastewater collection system.
16. Ability to operate a variety of equipment including vehicles and collection system maintenance. Includes operating hand and power tools, including air compressors and jackhammers.
17. Ability to learn more difficult collection systems construction, maintenance and repair techniques.
18. Must be able to pass a physical agility test given by a third party administrator.

**Physical Demands and Work Environment**

The physical demands and work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is typically in hazardous, difficult, unsanitary and disagreeable conditions. The employee is regularly required to work mostly outside, in all weather conditions, and in both elevated and confined spaces.

This is a highly demanding physically position, requiring full range of motion and the use of both fine and gross muscles of the body. The employee is required to reach overhead and work bent or stooped for extended periods of time. The employee is regularly required to lift objects of ± 20 pounds and occasionally lift objects over 75 pounds. The employee must work and walk over various terrain and in all extreme weather conditions. The employee must be able to manually write and work with computer keyboard. Specific vision abilities required by this job include close vision, depth perception and ability to adjust focus.

WATERFORD TOWNSHIP IS AN EQUAL OPPORTUNITY EMPLOYER

<b><u>WAGES:</u></b>	Start	\$20.02/hour
	6 Months	\$21.20/hour
	1 Year	\$22.38/hour
	2 Years	\$23.55/hour

**Posting Date:** 10/19/2022 10:00 a.m.

**Closing Date:**

**External:** Open until filled

Application forms for this job can be obtained from the Human Resources Department, 5200 Civic Center Drive, Waterford, Michigan or at <https://www.waterfordmi.gov/jobs>