

## **ATTENDANT - WASTEWATER/WATER FILTRATION**

**GENERAL STATEMENT OF DUTIES:** Performs a variety of unskilled, technical and skilled work tasks related to the operation and maintenance of a municipal wastewater system or a water filtration plant. An employee may be assigned to learn and perform the duties of a water filtration plant or wastewater treatment plant shift operator, the duties of wastewater collection system operator, or a combination thereof. The employee may also be assigned to assist in other public services department work tasks as required.

**SUPERVISION RECEIVED:** Work is performed under the direction of a Superintendent or employee of higher grade.

### **ESSENTIAL FUNCTIONS:**

- Operate water and/or wastewater treatment equipment so as to maintain desired treatment levels; operate pumps, valves, stopgates, and electrical controls; adjust and monitor chemical feedrates; read, record and interpret instrumentation readings; learn and perform emergency operating procedures; operate sludge processing equipment.
- Collect and preserve samples, perform field and basic laboratory analyses as required.
- Assist in the maintenance and repair of mechanical equipment.
- Perform routine inspections of lift stations, record data, and report deficiencies to the supervisor.
- Assist in sewer cleaning and inspections.
- Operate a combination sewer jet and vacuum truck unit, and other heavy equipment and tools such as dump truck, front end loader, air hammer, and a variety of hand and power tools.
- Routinely clean and perform scheduled preventive maintenance on assigned equipment and tools. Inspect equipment and tools, reporting any defects or needed repairs.
- Enter and work in confined spaces in accordance with approved safety procedures. Perform all duties in conformance with appropriate safety and security standards.

### **OTHER FUNCTIONS:**

- Perform buildings and grounds maintenance functions including janitorial duties, lawn mowing, snow removal and painting.
- Upon assignment, work in other public services crews on tasks as required.
- Undertake and complete continuing education training to improve job skills.

(Note: The functions listed above illustrate the various types of work that may be performed. The omission of a specific statement of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)

### **JOB REQUIREMENTS:**

- Graduation from high school, GED equivalent, or an equivalent combination of education and experience.
- A combination of knowledge, aptitude, experience and physical skills to learn and competently undertake the above described job functions, as assigned within the probationary period.
- Basic knowledge of mathematics, hydraulics, chemistry, electricity and mechanics as related to operation of wastewater and water systems.

- Ability to perform heavy manual tasks for extended periods of time; ability to work safely; ability to communicate effectively verbally and in writing; ability to establish and maintain effective working relationships with employees, other departments and the public; ability to understand and carry out written and oral instructions.

#### **SPECIAL NOTES:**

- An entry level employee within this classification assigned to the Water Filtration Plant must attain State of Michigan certification as a Filtration Plant Operator (F-4 minimum) within the probationary period. The probation period may be extended to allow the employee to qualify and write the State Certification exam a maximum of two (2) times.
- Possession of, or attainment of within the probationary period, a valid State of Michigan Driver's license with a CDL certification Group B with air brakes and N-Tank Vehicle endorsement is required for an employee in this classification assigned to the Wastewater Department.

#### **PHYSICAL REQUIREMENTS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this 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 regularly required to use hands to finger, handle, feel, or operate objects, tools, or controls and reach with hands and arms. The employee is occasionally required to walk, sit, climb or balance, stoop, kneel, crouch or crawl. The employee must have the physical dexterity and strength to safely enter and exit manholes through standard openings with applicable safety equipment. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to focus. The ability to detect odorous gases is required.

#### **WORKING CONDITIONS:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this 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 may work in outside weather conditions as experienced year-round in Michigan including inclement weather. The employee frequently works near moving mechanical equipment and is frequently exposed to wet and/or humid conditions and vibration. The employee works near and may come into contact with municipal wastewater and may be exposed to fumes and gases encountered in a municipal wastewater system. The employee may occasionally enter into confined spaces with limited ventilation. The employee may occasionally work in high, precarious places and is occasionally exposed to fumes or airborne particles, toxic or hazardous chemicals, and risk of electrical shock. The noise level in the work environment is moderately loud.