

## City of Brewer Job Description Environmental Department Summer Position

### **1) GENERAL PURPOSE**

Duties will include grounds maintenance of the Water Pollution Control Facility and pump stations, and assisting the Environmental Technicians in preventive maintenance in the City sewer and storm water systems.

### **2) SUPERVISION RECEIVED**

Works under the supervision of the Collection Systems Supervisor, Water Pollution Control Facility Director and Chief Operator, and Environmental Technicians.

### **3) SPECIAL REQUIREMENTS**

Valid State of Maine drivers' license, all employees will be required to pass a pre-hire drug screen test and background check.

### **4) ESSENTIAL DUTIES AND RESPONSIBILITIES**

Assist in the operation of the camera truck and flusher truck to perform inspections and preventive maintenance of the sewer and storm water systems.

Operates small equipment and tools to maintain Water Pollution Control Facility and pump stations grounds, sewer and storm water systems, such as camera truck, flusher truck, pickup trucks, generators, riding lawnmowers, push mowers, and leaf blowers.

Assist in routine inspection and preventive maintenance on assigned equipment and refers defects or needed repairs to supervisor; cleans equipment.

Assists in the installing and maintenance of traffic control devices.

Performs all duties, after proper training, in conformance to appropriate safety and security standards with emphasis on confined space entry and traffic control.

Assist in the inspections of the City's sewer and storm water systems, ditches, catch basins, outfalls, manholes, and septic systems.

Assist in maintaining a safe and clean working environment in all areas, during and after the performance of maintenance projects.

Ensures the safe and efficient work practices and procedures are followed. including those pertaining to the setup of the work site, the use of equipment, the maintenance and storage of equipment, materials, and tools and the use of personal protective equipment.

Performs other related duties as required or assigned.

### **5) PHYSICAL DEMANDS**

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 frequently is required to stand and talk or hear. The employee is occasionally required to walk; sit; climb or balance; stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 100 pounds.

**6) TOOLS AND EQUIPMENT USED**

Motorized vehicles and equipment, including camera truck, pickup truck, vactor truck, pumps, compressors, generators, lawn mowers, leaf blowers, common hand and power tools, shovels, wrenches, detection devices, mobile radio, phone, and masonry equipment.

**Skills and Abilities:**

(A) Ability to learn working knowledge of the methods, materials and tools used for storm water, sewer maintenance work and grounds keeping.

(B) Skill in operation of listed tools and equipment.

(C) Ability to understand and follow oral or written instructions; Ability to communicate effectively verbally and in writing; Ability to observe proper safety precautions; Ability to establish effective working relationships with other employees, supervisors and the public; Ability to perform heavy manual tasks under varying weather conditions; Ability to drive and operate a variety of equipment under varying conditions; Ability to work from construction specifications or blueprints; Ability to classify soils and perform as a Department of Labor and Industries competent person on excavation sites.

(D) Ability to learn and perform and assist in traffic control.

**7) WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee regularly works in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions and vibration the noise level in the work environment is usually loud. The employee frequently works in the street and is in heavy traffic situations.

**8) SELECTION GUIDELINES**

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Approval:

\_\_\_\_\_  
Employee

Approval:

\_\_\_\_\_  
Appointing Authority