

City of Marengo

Position Description

Job Title: Wastewater Worker
Department: Wastewater
Classification: Full-time; Non-exempt
Pay Grade: Teamsters – Utility Worker
Position Reports to: Wastewater Foreman

General Purpose and Description:

This position is responsible for the daily operations of the City's wastewater treatment plant. Utility Workers are responsible for overseeing various daily operations and functions of the City's wastewater facility. This position will also be assigned to assist other departments including water and streets.

Supervision Received:

Works under the immediate supervision and direction of the Wastewater Foreman and will receive occasional direction from the Director of Public Works.

Essential Duties and Responsibilities

- Responsible for the daily operation and maintenance of the wastewater treatment plant under the direction of the Wastewater Foreman and regulations of any supervising agencies.
- Sludge handling (hauls sludge); collects samples for water and wastewater and may test for adherence to Environmental Protection Agency standards.
- Takes readings, test and records temperatures and usage of chemicals; checks pumps and other equipment to ensure they are operational.
- Position will be assigned weekend rounds at the wastewater treatment plant.
- Maintains plant and shop equipment as well as vehicles (including washing wastewater vehicles as needed); general cleaning and painting.
- Maintains City grounds and parkways; mows grass and trims shrubs; prunes and cares for trees; removes debris.
- May be assigned by the department head to assist another department if necessary.
- Assist the Water Department with main breaks and other tasks as assigned by the Director.
- This position will be required to plow snow as assigned by the Director.
- May serve as the lead worker on various projects, trouble shoots and diagnoses of problems and may provide some on the job training of new employees.
- Performs other duties as assigned.
- Complies with all written safety rules and regulations of the Department and City.

Minimum Qualifications

- 1) High school graduate or equivalent GED
- 2) Minimum of two years experience with the ability to obtain a wastewater operations Class 4 State of Illinois Operator's Certificate; or
- 3) Any equivalent combination of education and experience.

Necessary Knowledge, Skills and Abilities

- 1) General knowledge of materials, equipment, tools and techniques used in wastewater maintenance with the ability to perform said techniques;
- 2) Ability to perform strenuous physical work under varied weather conditions;
- 3) Ability to maintain effective working relationships with other employees and to deal courteously with the general public;
- 4) Proficiency in the following systems: Microsoft Excel, Word and the Internet is preferred and other general computer functions;
- 5) Capable of being on call on a rotating basis;
- 6) Mechanical and electrical experience is preferred but not required;
- 7) Understand, read, write and speak English;
- 8) Capable of reading and understanding all applications, permits, handbooks and other materials related to the wastewater treatment process.

Special Requirements

- 1) Must possess a valid Illinois State driver's license including a valid CDL or ability to obtain one prior to employment.

Tools and Equipment Used

Telephone, personal computer including spreadsheets and email software, motor vehicle, copy machine, facsimile machine, postage machine, calculator, digital camera, ruler / scale, cell phone. Basic knowledge of all other wastewater related tools and equipment is ideal.

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.

While performing the duties of this job, the employee is required to stand, walk, use hands, handle, feel or operate objects, tools or controls and reach with hands and arms. The employee is required to sit, occasionally climb or balance, stoop, kneel, crouch or crawl, talk or hear and smell. The employee may occasionally need to work within a confined space as well.

The employee must 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 ability to adjust focus.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. The position may require the employee to drive, to perform field observation and to gather information and materials relating to plant operations. While performing the duties of the job, the employee may occasionally work in outside weather conditions. The employee occasionally works near moving mechanical parts and in high precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electric shock and vibration.

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.

JOB POSTING

The City of Marengo (pop. 7,648), a progressive community located in southwest McHenry County, is seeking qualified applicants for the position of Wastewater Utility Worker. This is a full time, hourly position. Starting Salary: \$20.49 per hour.

This position is responsible for the daily operations of the City's wastewater treatment plant. Duties include collecting samples, making reports and other routine maintenance at the wastewater treatment plant. This position will also be assigned to other Public Works departments as needed, including water and streets.

Minimum qualifications include a high school diploma or GED equivalent. Experience in wastewater and/or water operations is highly preferred but not required. Applicant must possess or obtain a CDL by the time of employment. Individual needs to have excellent communication skills, and the ability to work well with others, and promote team environments. For a complete job description please visit www.cityofmarengo.com. The City of Marengo is an equal opportunity employer. Applications are due to Marengo City Hall, 132 East Prairie Street, Marengo, IL by 4:30 pm, December 18, 2018 or can be emailed to resume@cityofmarengo.com.