

TITLE: Water Plant Maintenance Worker

WTP/6-811

DEPARTMENT: Water Treatment Plant, Fayette County

JOB SUMMARY: This position is responsible for the maintenance of wetland sites and maintenance and repair of water treatment plant equipment with occasional operations of a water treatment plant.

MAJOR DUTIES:

- o Maintains and repairs pumps and equipment.
- o Maintains dams; prepares dams for annual state inspections; repairs pipes; flushes wet well; cut trees and underbrush; checks gates, locks and fences, paints of graffiti, picks up garbage.
- o Maintains tank sites, well sites, and parks; cut grass and trim weeds; remove garbage, applies herbicides; clears trails.
- o Monitors wetland sites, roadway within wetland sites, ensures gates are locked and signs are properly posted; monitors evidence of trespassing; cuts grass.
- o Flushes fire hydrants.
- o Operates a bush hog, lawn mower and other grounds maintenance equipment to maintain treatment plant grounds, tanks sites, well sites, dams and parks.
- o Constructs, maintains and repairs fences.
- o Reads large meters.
- o Collects fire hydrant pressure readings.
- o Repairs leaks.
- o Mops, dusts, cleans windows, collects and disposes of trash and refuse and performs other janitorial duties at Water System facilities.
- o Replaces light bulbs.
- o Maintains assigned tools, equipment and vehicles.
- o Provides 24 hour on call emergency duty.
- o Performs other related duties as assigned.

**KNOWLEDGE REQUIRED BY THE POSITION:**

- o Knowledge of computers and job related software programs.
- o Knowledge of the operating procedures of the county's water treatment plant.
- o Knowledge of grounds maintenance principles.
- o Knowledge of the maintenance and repair of mechanical equipment.
- o Knowledge of occupational hazards and safety precautions necessary for the safe operation of a water treatment plant.
- o Knowledge of fence construction and repair principles.
- o Knowledge of chemical application in the water treatment process.
- o Knowledge of basic arithmetic.
- o Skill in the use of hand and power tools.
- o Skill in the use of a variety of grounds maintenance tools and equipment.
- o Skill in the maintenance and repair of water treatment plant equipment.
- o Skill in planning and meeting deadlines.

**SUPERVISORY CONTROLS:** The Maintenance Manager assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

**GUIDELINES:** Guidelines include county policies and procedures, safety regulations, and plant standard operating procedures. These guidelines are generally clear and specific, but may require some interpretation in application.

**COMPLEXITY:** The work consists of related maintenance duties. Mechanical failures, inclement weather and unsafe environmental conditions contribute to the complexity of the position.

**SCOPE AND EFFECT:** The purpose of this position is to repair and maintain water treatment plant equipment and Water System grounds with occasional operations of a water treatment plant. Success in this position contributes to the efficiency of Water System operations and ensures compliance with state regulations.

**PERSONAL CONTACTS:** Contacts are typically with co-workers, State or Federal Agents, vendors, and members of the general public.

**PURPOSE OF CONTACTS:** Contacts are typically to give or exchange information; resolve problems; and provide services.

**PHYSICAL DEMANDS:** The work is performed while intermittently sitting, standing, stooping, bending, crouching, or walking. The employee occasionally lifts light and heavy objects, climbs ladders, uses tools or equipment requiring a high degree of dexterity, and distinguishes between shades of color, and utilizes the sense of smell.

**WORK ENVIRONMENT:** The work is typically performed in a water treatment plant and outdoors. The employee may be exposed to machinery with moving parts, contagious or infectious diseases, or irritating chemicals, dust, dirt, grease, and cold or inclement weather. The work requires the use of masks, goggles, and gloves.

**SUPERVISORY AND MANAGEMENT RESPONSIBILITY:** None.

**SPECIAL CERTIFICATIONS AND LICENSES:** Possession of a valid State of Georgia driver's license (Class C) and a satisfactory Motor Vehicle Record (MVR) in compliance with County Safety and Loss Control Guidelines. Completion of the State of Georgia Department of Transportation Defensive Driving Course and/or Emergency Vehicle Operation Certification within twelve (12) months of employment.

**ADA COMPLIANCE:** Fayette County is an Equal Opportunity Employer. ADA requires the County to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

**HIPAA COMPLIANCE:** The Health Insurance Portability and Accountability Act of 1996, as amended, requires employees to protect the security of Protected Health Information (PHI) however it is obtained, handled, learned, heard or viewed in the course of their work.

**DRUG AND ALCOHOL COMPLIANCE:** In accordance of Fayette County's Substance Abuse Policy of 1996, as amended, all job applicants offered employment will undergo testing for the presence of illegal drugs and alcohol as a condition of employment. In the course of employment, employees are subject to random, reasonable suspicion, post accident and routine fitness for duty testing for illegal drugs and alcohol abuse. Employees are prohibited to work under the influence, to possess, to distribute or to sell illegal drugs in the work place or abuse alcohol on the job. Confirmed positive is reason for denial of employment and/or termination.

#### MINIMUM QUALIFICATIONS

- o Knowledge and level of competency commonly associated with completion of specialized training in the field of work, in addition to basic skills typically associated with a high school education.
- o Sufficient experience to understand the basic principles relevant to the major duties of the position usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.
- o Possession of a State of Georgia issued valid Class III Water Plant Operator License within six (6) months of being hired or promoted into this position.
- o Possession of or ability to readily obtain a valid driver's licenses issued by the State of Georgia for the type of vehicle or equipment operated.