



## Wetlands Caretaker Water Treatment Plant

WTP/7-814

### JOB SUMMARY

This position is responsible for the maintenance and repair of plant related wetlands.

### MAJOR DUTIES

1. Maintains dams; prepares dams for annual state inspection; repairs pipes; flushes wet well; cuts trees and underbrush; checks gates, locks, and fences; paints over graffiti; picks up garbage.
2. Maintains tank sites, well sites, and parks; cuts grass and trims weeds; removes trash; applies herbicides; clears trails.
3. Monitors wetland sites; ensures gates are locked and signs are properly posted; monitors for evidence of trespassing; cuts grass.
4. Flushes fire hydrants.
5. Performs miscellaneous landscaping; applies mulch, fertilizer, and pine straw; installs sod; installs and maintains flower beds.
6. Transports equipment to and from job sites.
7. Maintains docks at lakes.
8. Maintains vehicle and equipment.
9. Performs other related duties as assigned.

### KNOWLEDGE REQUIRED BY THE POSITION

1. Knowledge of department policies and procedures.
2. Knowledge of relevant safety standards.
3. Knowledge of the tools and techniques of ground maintenance.
4. Skill in the maintenance and repair of lawn maintenance equipment.
5. Skill in the safe operation of an assigned vehicle.

### SUPERVISORY CONTROLS

The Water Treatment Plant Manager assigns work in terms of somewhat general instructions. The supervisor spot-checks completed work for compliance with instructions and established procedures, accuracy, and the nature and propriety of the final results.

### GUIDELINES

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

### COMPLEXITY/SCOPE OF WORK

- The work consists of related grounds maintenance duties. Inclement weather contributes to the complexity of the position.
- The purpose of this position is to maintain plant related wetlands and other property. Success in this position contributes to well maintained grounds and wetlands.

### CONTACTS

- Contacts are typically with co-workers and members of the general public.
- Contacts are typically to give or exchange information; resolve problems; and provide services.

## **PHYSICAL DEMANDS/ WORK ENVIRONMENT**

- The work is performed while intermittently sitting, standing, stooping, bending, crouching, or walking. The employee frequently lifts light and heavy objects, climbs ladders, and uses tools or equipment requiring a high degree of dexterity.
- The work is typically performed outdoors. The employee may be exposed to dust, dirt, grease, machinery with moving parts, irritating chemicals, 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**

- Ability to read, write and perform basic mathematical calculations.
- 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.
- 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.