

# *MT. OLYMPUS IMPROVEMENT DISTRICT*

## *Job Description*

Job Title:	Collection System Operator Trainee	Job Code:	
Department:	Operations	Pay Grade:	9
		Effective Date:	06/17

### GENERAL PURPOSE

Performs a variety of **entry-level skilled duties** related to the maintenance, and repair of the wastewater collection system.

### SUPERVISION RECEIVED

Works under the general supervision of the Line Superintendent, Assistant Line Superintendent, or Crew Leader.

### SUPERVISION EXERCISED

None.

### ESSENTIAL FUNCTIONS

Conducts daily manhole surveys to check for damaged lids and rings; operates a variety of hand and power tools and equipment as needed to install, maintain and repair manholes, grates, etc.; replaces or resets manholes as needed to bring them up to road grade; may perform as a safety flagman during highway operations.

Travels district collection system routes to monitor line conditions, observes system flow, may take flow meter readings, and removes debris and obstructions to prevent line back-ups and property damage.

Drives and operates district heavy and technical equipment in the maintenance, construction, and repair of district main and lateral sewer lines; including, backhoe/loader, jet flusher/vacuum, jet flusher/non-vac, rodder, TV truck; drives and operates boom truck, dump truck(s), and water truck.

Performs line cleaning and flushing; may enter manholes to remove obstructions; utilizes various equipment and apparatus in the daily performance of projects, including early warning devices, harness, winch, gas detector, pumps, compressor, compactor, and forklift.

Performs general and routine maintenance on assigned equipment; assures compliance with all safety requirements related to various types of equipment.

Performs building and grounds maintenance; participates in the loading of field data into computer applications as needed to retrieve information and statistics.

Performs related duties as required.



## MINIMUM QUALIFICATIONS

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1. Education and Experience:

- A. Graduation from a standard senior high school;  
OR  
GED
- B. No experience necessary, but preferred  
OR
- C. An equivalent combination of education and experience.

2. Required Knowledge, Skills, and Abilities

**Working knowledge of** basic hand and power tools required to install and maintain the pipeline.  
**Some knowledge of** basic hygiene; basic automotive mechanics; hydraulics.

**Ability to** adapt to emergency or unusual situations; tolerate weather extremes in the workplace; communicate effectively, verbally, and in writing; perform strenuous manual labor; develop working effective working relationships with supervisors, co-workers, and the public; ability to lift 70 lbs.

3. Special Qualifications

Must work toward a Wastewater Systems Operator certification (at least grade I).  
Must obtain a valid Utah State CDL, including air brake and tanker endorsements.  
Must be willing to work shift schedules, on-call, and 24-hour standby on a rotating basis.  
Must obtain Flagman Traffic Control Certification during the training period.  
Must obtain other certifications as required.

## WORK ENVIRONMENT

Daily exposure to hazardous conditions such as working in traffic and around manholes; daily potential for hazardous exposure to methane, hydrogen sulfide, and chlorine gases; daily potential for hazardous exposure to oxygen-deficient atmosphere; daily exposure to seasonal changes and weather extremes; daily potential for hazardous exposure to electrical shock, industrial wastes and raw sewage (containing pathogens such as typhoid, paratyphoid, dysentery, polio, tetanus, etc.); daily exposure to moving parts and equipment such as pumps, motors, heavy equipment, etc.; daily exposure to stressful environmental conditions such as dust, fumes, dampness, cold, heat and noise.

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**Disclaimer:** The above statements describe the general nature, level, and type of work performed by the incumbent(s) assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, demands, and skills required of personnel so classified. Job descriptions are not intended to and do not imply or create any employment, compensation, or contract rights to any person or persons. Management reserves the right to add, delete, or modify any and/or all provisions of this description at any time as needed without notice. This job description supersedes earlier versions.

I \_\_\_\_\_ have reviewed the above job description. Date: \_\_\_\_\_  
(Employee)