

**City of Dunedin, Florida**  
Class Description

**JOB TITLE: Wastewater Service Worker**  
Public Works & Utilities Department  
Wastewater Division

**GENERAL STATEMENT OF JOB**

Under supervision, performs skilled, semi-skilled and/or manual work in the maintenance and repair of wastewater collection system components, in the field and/or treatment plant. Performs related work as required. Reports to the Wastewater Collection System Superintendent, Wastewater Collection Foreman, or as directed.

**SPECIFIC DUTIES AND RESPONSIBILITIES**

**ESSENTIAL JOB FUNCTIONS**

*The duties recorded below are representative of the duties of the class and are not intended to cover all the duties performed by incumbents(s) of any particular position.*

Inspects wastewater collection system components for proper working condition.

Installs, repairs and/or replaces sewer mains, laterals, manholes, etc.

Relieves sewer blockages.

Locates and/or marks sewer system components prior to commencing work.

Inspects, maintains, repairs and/or replaces pumps, motors, blowers, pipes, air lines, electrical controls, etc. in the treatment plant.

Maintains and cleans lift stations.

Operates equipment such as a utility truck, backhoe, bobcat, dump truck, television diagnostic equipment, fork lift, rodding equipment, pump, air compressor, generator, laser and transit, and various hand and power tools as required for daily tasks.

Maintains and performs minor repairs of assigned equipment; maintains assigned vehicles.

May receive customer service calls and dispatch crews.

Performs all duties in compliance with all applicable policies, procedures, laws, codes, safety and health regulations.

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Receives and responds to customer/public inquiries, concerns and complaints regarding division activities and services.

Responds to emergencies as required; subject to call back.

Compiles data for and prepares a variety of required reports and records.

Attends meetings, workshops and training to enhance job knowledge and skills

### **ADDITIONAL JOB FUNCTIONS**

Stocks truck with supplies and equipment required for daily tasks. Performs general maintenance and grounds keeping duties as required. Performs related duties as required.

### **MINIMUM TRAINING AND EXPERIENCE**

Requires a high school diploma or GED equivalent with one year of experience in the utilities field.

An equivalent combination of training and experience which provides the required skills, knowledge and abilities may be considered.

### **SPECIAL REQUIREMENTS**

Requires certification as a class "C" Wastewater Collection Technician or the ability to acquire within 2 years of employment.

A Class "B" Florida CDL with appropriate endorsements is preferred, or must be able to obtain within 1 year of employment.

May require additional certifications as deemed necessary by the Department. Assignment to work a variety of work schedules, including compulsory work periods in special, emergency, and/or disaster situations.

This is a Category A position for the purposes of Emergency Management. Employees in this category may be assigned to work a variety of schedules, including compulsory work periods in special, emergency, and/or disaster situations. Category A employees are required to stay on premises during a declared state of emergency, or as otherwise mandated. Responds to emergencies as required; subject to call back.

### **PERFORMANCE INDICATORS**

**Knowledge of Job:** Has thorough knowledge of the methods, procedures and policies of the City of Dunedin as they pertain to the performance of essential duties of the Wastewater Service Worker I. Is knowledgeable in the laws, ordinances, standards and regulations

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pertaining to the specific duties and responsibilities of the position. Has thorough knowledge of the principles, theories, practices and methodologies of wastewater collection systems and their maintenance and repair, and other fields applicable to the requirements of the position. Is skilled in applying a responsible attention to detail as necessary in preparing reports and records. Has the ability to learn and utilize new skills and information to improve job performance and efficiency. Clearly understands any occupational hazards and adheres to all safety precautions inherent in performing the essential functions of the work. Has the ability to speak and understand the English language.

### **PERFORMANCE APTITUDES**

**Data Utilization:** Requires the ability to calculate, compute, summate and/or tabulate data and/or information. Includes the ability to perform subsequent actions in relation to these computational operations.

**Human Interaction:** Requires the ability to exchange information for the purpose of obtaining information or clarifying details. Performs such within well-established policies, procedures and standards. Is able to offer assistance to fellow employees as necessary. Knows how to perform duties in a courteous manner and with the utmost integrity in the best interest of the public.

**Equipment, Machinery, Tools and Materials Utilization:** Requires the ability to start, stop, operate and monitor the functioning of equipment, machinery, tools and/or materials used in performing essential functions. Requires the ability to use, operate and/or handle equipment such as a fork lift, bobcat, backhoe, truck, television diagnostic equipment, generator, hand tools, etc. Has knowledge of the standard tools, equipment and materials of the trade. Has skill in the care and use of required tools and equipment. Is able to make repairs and adjustments to equipment.

**Verbal Aptitude:** Requires the ability to use a wide variety of reference and/or descriptive data and information.

**Mathematical Aptitude:** Has knowledge of basic mathematics. Requires the ability to perform addition, subtraction, multiplication and division; to calculate decimals and percentages; to calculate surface areas, volumes, weights and measures.

**Functional Reasoning:** Requires the ability to apply principles of rational systems. Ability to interpret instructions furnished in written, oral, diagrammatic or schedule form. Ability to exercise independent judgement to adopt or modify methods and standards to meet variations in assigned objectives. Is able to read and interpret various materials pertaining to the responsibilities of the job.

**Situational Reasoning:** Requires the ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against measurable or verifiable criteria. Is able to take the initiative to complete the duties of the position without the need of direct supervision. Is able to use independent judgment in performing routine and non-routine tasks. Has the ability to plan, organize and prioritize daily assignments and work activities.

**ADA COMPLIANCE**

**Physical Ability:** Tasks involve the ability to exert very heavy physical effort in very heavy work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching and crawling, and some lifting, carrying, pushing and/or pulling of objects and materials of heavy weight (up to 100 pounds) and occasionally heavier items. Requires sufficient hand/eye coordination to perform semi-skilled/skilled movements, as in mechanical repair work and machinery control.

**Sensory Requirements:** Some tasks require visual, olfactory, depth, texture and auditory perception and discrimination as well as oral communications ability.

**Environmental Factors:** Possible exposure to temperature extremes, smoke/dust/pollen, strong odors, wetness/humidity, toxic/poisonous agents, insect bites, disease/pathogens, electric currents, machinery hazards, traffic hazards, vibrations, and noise extremes.

*The City of Dunedin is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the employer will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

  
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Public Works & Utilities Director / City Engineer

6/23/2020  
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Date