

POSITION DESCRIPTION
WASTEWATER DEPARTMENT COLLECTION SYSTEM OPERATOR
Town of Zionsville, Indiana

Mayor's Approval _____ Date: _____

GENERAL PURPOSE AND DUTIES

The primary function of the collection system operator is maintaining the Town's sanitary sewer system. Duties will include using mechanical cleaning equipment to clean sewer lines to prevent blockages, relieve stoppages if needed, prepare sewer lines for televising, and televising the collection system for the Town of Zionsville. This also includes maintenance of lift stations, locating manholes, and marking utilities when requested. This position will actively be involved in updating the sanitary layer of the Town's Think Map GIS system including linking the videos from the collection system, which is referenced by other staff members within the Town.

TECHNICAL REQUIREMENTS

This position involves direct execution of technical tasks, requiring 100% of work time.

- Operate a vac truck weekly during good weather months.
- Utilize cleaning nozzles and equipment for mainline cleaning, including removal of debris and hydro-excavating.
- Performs maintenance of lift stations including pulling pumps when clogged.
- Locate and mark force mains from lift stations.
- Locate manholes and ARV's with Trimble GIS unit.
- Utilize GIS and grid maps to locate and document work to be completed.
- Knowledge of jobsite safety around the vac truck and traffic control practices.
- Working knowledge of blueprints and utility maps.
- Knowledge concerning electrical principals and water/sewer hydraulics.
- Plant tasks are required, during collection system down time, including pulling sludge, plant maintenance, painting, and mowing.

ACCOUNTABILITY

This position is responsible for operation of a Vactor truck plus maintaining a 75 mile sanitary sewer collection system with 26 lift stations. Will report to the Superintendent or the Chief Operator if the Superintendent is not present. Is not only responsible for operation of the Vactor truck, but also sewer cleaning equipment, televising (camera) equipment, and various forms of locating equipment including a Trimble GIS unit. The Collection System Operator Position will directly impact the sanitary sewer system for the Town of Zionsville.

SPECIAL CONSIDERATIONS

- The nature of the work in the Wastewater Department requires personnel to be available on an emergency basis and to work extended hours as required. This includes Holiday work (draw for Holidays every year), on-call duties after hours, and weekend work on a rotational basis with other members of the staff.
- The employee may occasionally be confronted with irate customers and working atmospheres that generate stress and must be able to maintain calm during these times.
- Other situations of a non-emergency nature may require activity beyond the normal workday.
- While performing the duties of this job, the employee is regularly exposed to airborne particles and unseen hazards such as blood borne pathogens and must wear proper PPE to protect oneself.
- Must be able to respond to emergency calls when notified and at all times.
- The noise level in the work environment is moderate with occasional exposure to loud noise especially when operating the vac truck. Hearing protection may be required.
- While performing the duties of this job, the employee is required to walk, use hands and fingers to handle or feel objects, tools, or controls and reach with hands and arms. The employee is frequently required to stoop, kneel, crouch, or crawl, and talk and be able to hear. The employee is occasionally required to climb or balance, twist or lift.
- The employee must regularly lift and or move up to 50 lbs and occasionally lift and or move up to 100 pounds with another department member. Specific vision abilities required by this job include: close and distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

QUALIFICATIONS

This position requires a demonstrated technical knowledge of wastewater collection and cleaning, including equipment use and safety. It requires the knowledge and capability to operate the tools and equipment normally used in locating infrastructure including manholes, force main, and sewer main. The ability to read electrical schematics and as-builts is highly desirable. It also requires a valid driver's license and the physical ability to walk and climb in all areas of the treatment plant and collection system.

The candidate must possess a good public relation's attitude and must work well with others; not a loner. Good verbal and writing skills are necessary, and sufficient computer skills to facilitate writing, scheduling, and planning tasks is desirable. Experience with GIS software is needed as well as the ability to operate a sewer camera.

High School Diploma or GED required. Special technical training or education desired, but not required. Collection System Operator Certificate through IDEM or the ability to acquire one in a year from hire date is also required. Current Indiana State Driver's license with an Indiana CDL (class B) required with air brakes and tanker specializations. Required 3 to 5 years operating a vac truck (must have current experience). Must be accident and incident free with the operation of a vac truck.

