



CITY OF FLORENCE

Job Description

Position: Water Treatment Plant Laborer/Trainee

Supervisor: Regional Water Superintendent and Assistant Water Superintendent

Department: Water Department

Salary Range: \$17.06 to \$26.38/ hour, DOE, DOQ

Benefits: Full-time benefits include health, dental, vision, and supplemental insurance.

Position Purpose:

Under the direct supervision of the Regional Water Superintendent, Assistant Water Superintendent and/or the Water Plant Manager. Performs semi-skilled tasks related to water plant operation. Work involves manual labor skills regarding water collection, storage, treatment and transmission within the city and regional water system.

Essential Duties and Responsibilities:

- Assist with the installation, repair and maintenance of the water treatment plant, pump stations, head gates and reservoir equipment
- Inspect, exercise and repair all valves
- Assist in yard maintenance around all treatment plants, pump stations, head gates, and reservoirs
- Read meters and gages in water treatment plants, pump stations, head gates and reservoirs
- Performs water department general labor and equipment maintenance as required; work involves, but is not limited to; weed/algae control at reservoirs, pump stations, settling ponds, water treatment plant sites, storage tank sites, inlet structures and diversion ponds
- Performs water department Janitorial duties and facility maintenance as required; work involves, but not limited to; upkeep and cleaning of water treatment plant sites, storage tank sites, pump stations and tools/equipment storage areas
- Perform other duties as requested by supervisors

Responsibilities:

- Directly responsible to the Regional Water Superintendent, Assistant Water Superintendent and Senior Water Treatment Plant Operators
- Responsible to ensure that all duty items listed previously are taken care of properly and efficiently
- Responsible for completing all tasks and for supplying supervisor with current information

- Responsible for co-operating with supervisor and co-workers with the overall benefit of the City as primary focus
- Responsible for knowing safety rules and regulations regarding the proper use of tools and equipment
- Responsible to ensure that all valve and meter repairs are done correctly, efficiently and with the safety of the public as the primary focus

Knowledge, Skills, and Abilities:

- Knowledge of the City's water treatment plants, pump stations, head gates, reservoirs
- Knowledge of water department rules, regulations and safety procedures
- Knowledge of Colorado Drinking Water Regulations
- Ability to perform routine and heavy manual labor under adverse conditions
- Ability to plan and organize maintenance work
- Ability to work effectively with supervisors, fellow employees and the general public
- Ability to operate general maintenance equipment and work with a variety of tools
- Ability to work with little to no supervision
- Must possess and maintain a valid Colorado driver's license
- Must be able to work on call schedule to include Saturdays, Sundays, Holidays and/or unusual hours

Material and Equipment Directly Used:

- All equipment, tools and material listed on inventory sheets
- All equipment and materials directly related to processing, treatment and distribution of water as listed on the inventory sheet
- Heavy equipment includes, but not limited to; backhoe, front-end loader, and compaction equipment
- All equipment and materials directly related to janitorial and groundskeeping duties, which includes but is not limited to: Lawn mowers, weed eaters, chainsaws, brooms, mops and rags

Education and Experience:

- High School Diploma or Equivalent GED
- Minimum one year experience in performing labor, mainly of a maintenance nature with responsibility for the exercise of independent judgement
- Certification Requirements:
 - Employees must be able to obtain a State Operator Certification equal to or above a class D water treatment certification and maintain that certification throughout employment.
 - Employees are expected to pursue and obtain additional levels of certification as required by the position, departmental needs, and applicable state regulations.

Physical Demands:

Work is primarily in a medium to heavy work range requiring the movement or lifting of 50 - 100 lbs. occasionally. Continual standing, walking, sitting, climbing, stooping, kneeling, crouching, reaching, balancing, handling, grasping required. Environmental conditions may include exposure to outdoor elements such as heat, cold, precipitation and wind. Exposure to noise and or hazardous conditions including enclosed

or poorly ventilated spaces. Must be able to Ascend or descend ladders. Operating machinery or power tools.

Acknowledgement:

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Duties, responsibilities, and activities may change, or new ones may be assigned at any time with or without notice.

Employee Signature_____Date_____