



WASTEWATER COLLECTION SYSTEM MAINTENANCE OPERATOR I

Classification

Non-Exempt

Salary Grade

Grade 2- \$24.58/HR

Reports to

Collection System Maintenance Manager

Summary/Objective

This is an entry level position in which the incumbent learns the skills and knowledge required to inspect, maintain, and repair the Green Valley Water (GVW) wastewater collection and reclaimed water distribution systems. Work is performed under immediate supervision of the Collection System Maintenance Supervisor. This is a Green Valley Water safety-sensitive position in accordance with Arizona law and a DOT safety-sensitive position.

Essential Functions

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Individuals must be able to read, interpret, and effectively communicate in English.

1. Learns, with supervision, to safely and efficiently operate, monitor, inspect, and maintain GVW's wastewater collection system, and reclaimed water distribution system to meet and exceed the requirements of GVW's ADEQ Operating Permits.
2. Learns, with supervision, to operate specialized equipment, including the CCTV van. Hydro-cleaner, dump truck, backhoe, pumper truck, Vactor truck, mini excavator, truck-mounted crane, monitoring equipment, and hand tools.
3. Assists, with supervision, in providing exemplary customer service, including addressing customer concerns.
4. As directed, participate in the GVW on-call program, respond to system breakdowns and after-hours emergencies, and may be required to work rotating shifts.



5. Performs all duties safely following CVW Health and Safety policies.
6. Learns, with supervision, construction methods, procedures, and equipment used in the wastewater collection system and reclaimed water distribution system installation, maintenance, repair, and workplace safety.
7. Establish and maintain professional and cordial working relationships with staff, supervisors, and the general public.
8. Learns, with supervision, methods used to record data into GIS system for record keeping.
9. Complete OSHA/safety training as required.
10. Learns, with supervision, methods to restore excavated areas to prior existing conditions.

Competencies

1. Safety Awareness
2. Creative Thinking/Critical Problem Solving/Troubleshooting/Analytical Assessment/Decision Making
3. Multi-Tasking
4. Quality/Timely/Accurate Control & Continuous Improvement
5. Computer/Technology Skills
6. Respectfulness/Dependable/Accountability/Integrity and Credibility
7. Teamwork/Trust building/Training skills
8. Customer Focus/Community Relations/Courtesy and Professionalism
9. Mission Driven/Results/Values and Goal Oriented
10. Communication Proficiency
11. Adaptability & Diversity Perspective

Supervisory Responsibility

This position has no supervisory responsibilities.

Work Environment

This position primarily works outdoors, in all types of weather, and in potentially hazardous environments, which may involve exposure to dangerous chemicals and/or raw sewage.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Performing the duties of this job requires the employee to have the ability to talk, hear, good vision, dexterous use of both hands and writing skills. This position is very active and



requires standing, walking, swimming, bending, kneeling, stooping, crouching, crawling, and climbing all day. The employee must frequently lift and/or move items over 100 pounds. Extended hours may be required to complete certain tasks or in emergency situations.

Position Type and Expected Hours of Work

This is a full-time position. Typical days and hours of work are Monday -Thursday ,10 Hr shifts. Upon completion of training, you will be scheduled into the GVW 2-week On-Call rotation.

Travel

The Employee will be required to travel to remote sites to perform inspections and make necessary repairs. For various reasons, such as training, education, parts pick up, etc., travel to other cities, and multiple days away may be necessary.

Required Education and Experience

1. High school diploma or GED
2. Must possess or be able to obtain within six (6) months of hire, a current Arizona Department of Environmental Quality Grade 1 Wastewater Collection System Operator Certificate.
3. Must possess or be able to obtain within 1-year (12) months a valid Arizona Commercial Driver License Class A with a tanker endorsement and maintain a clear driving record.

Preferred Education and Experience

1. Experience working with various hand and power tools.
2. Experience operating heavy equipment
3. Experience with heavy civil construction, underground utilities, or wastewater collection systems.

Additional Eligibility Qualifications

1. Must reside within a thirty (30) minute drive time radius of GVW facilities.

Work Authorization/Security Clearance

In compliance with the Immigration Reform and Control Act of 1986, each new employee, as a condition of employment, must complete the Employment Eligibility Verification Form I-9 and present documentation establishing identity and employment eligibility.



AAP/EEO Statement

GVW is an equal opportunity employer. GVW shall employ, without discrimination as to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

1. Other duties as assigned by supervisor

Signatures

This job description has been approved by all levels of management:

Manager_____

HR *Deniese Morgan, SHRM-CP*_____

Employee signature below constitutes employee's understanding of the requirements, essential functions and duties of the position.

Employee_____ Date_____