

University Area Joint Authority

Job Title: Sewer Maintenance Person

Employee Classification: Exempt Non-Exempt

Approval Date _____

Overall Objective of Job:

To perform preventative and/or emergency repair of sewer lines and inflow and infiltration inspection of the collections system, as well as lift station maintenance and installation of new sewer lines.

Essential Functions of Job:

- Install or perform maintenance of sanitary sewer lines, including main and lateral lines;
- Perform emergency or preventative repairs on any existing lines or equipment;
- Perform landscaping duties, including but not limited to: lawn restoration, fence building, tree and shrub planting and/or removal, as well as snow removal in the winter;
- Pave roads or pathways using cold patching and hot asphalt methods;
- Perform basic masonry, including but not limited to: mixing mortar, laying bricks, and building wood frames for construction;
- Act as traffic controller in order to direct or re-direct traffic around repair sites;
- Operate heavy machinery, including but not limited to: track loaders, skidsteer, jackhammers and track hoes;
- Occasionally repair or perform preventative maintenance on vehicles and machinery;
- Other duties as assigned.

Supervision Received:

Collection System Superintendent, Assistant Collection System Superintendent, Field Operations Supervisor, and/or Sewer Maintenance Crew Leader

Supervision Given:

None

Working Conditions:

- Primarily an outdoors environment with fluctuations between hot and cold, and exposure to the elements and chemicals, as well as high-traffic areas.

Essential Physical Demands:

- Ability to stand or walk for long periods of time;

- Ability to operate machinery for long periods of time;
- Stretching, bending or reaching required;
- Frequent climbing of ladders may be required;
- Occasional work in confined spaces;
- Lift a maximum of fifty (50) pounds.

Qualifications:

A. Education/Training:

- High school diploma or the equivalent required;
- Confined space training certification, air pack training and CPR training;
- Must obtain and maintain a valid Pennsylvania Class A Commercial Driver's License, with tanker and air brake endorsements;
- Must have achieved and maintain, the State mandated, Department of Environmental Protection – "Wastewater System Operations"; Class E, Certification as issued by the State Board for Water and Wastewater Systems Operators.

B. Work Experience:

- One year experience in Sewer Maintenance Assistant position or equivalent.

Knowledge, Skills and Abilities Required:

- Basic knowledge of arithmetic;
- Basic knowledge of computers;
- Basic electrical knowledge helpful;
- Good verbal and written skills;
- Good interpersonal skills;
- Manual dexterity;
- Ability to understand and follow instructions;
- Ability to work independently with minimal supervision;
- Self-motivated.

Advancement

With the recommendation from the Collection System Superintendent, the employee can be promoted to Grade 10 Sewer Maintenance Crew Leader with the following requirements being met:

- One (1) year experience in Sewer Maintenance Person position;
- Achieved all requirements for the Sewer Maintenance Crew Leader position (may involve training coursework);
- The Authority sees the need to add a Crew Leader position;
- Must maintain a valid Collection System State Certification;

- Must have achieved Department of Environmental Protection – “Wastewater System Operations”; Class E, Certification as issued by the State Board for Water and Wastewater Systems Operations.

Performance/Need Requirement

If the performance level required is not met or sustained, per Union contract Article VI, Section D (Demotions) or Section K (Probationary Period), at the recommendation of the Collections System Superintendant, the employee in this position may be returned to the last previously held job description and pay grade.

If, because of need, based upon work required in the Collections System, at the recommendation of the Collections System Superintendant, the employee in this position may be returned to the last previously held job description and pay grade per Union contract Article VI, Section G (Consolidation or Elimination of Jobs) or Section I (New or Vacant Jobs).