

CITY OF HELENA



Position Title: Sludge Disp/Maint Mech. **Department:** Wastewater

Position #: 12616 **Grade:** *130-140

EEO Category: (08) Service Maint **FLSA:** Non-exempt

EEO Function: (13) Sanitation/Sewage **Work Comp Code:** 9410

*May participate in the Water/Wastewater Advancement policy. Placement in grade dependent upon certification acquired.

DEFINITION

Sludge Disposal Operator is responsible for land application of sludge and hauling belted sludge to the compost site. Under general supervision, performs a variety of maintenance assistance to the Plant Mechanic at the City of Helena Wastewater Treatment Facility.

SUPERVISION RECEIVED

Supervised by the Wastewater Plant Supervisor

SUPERVISION EXERCISED

None

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Operates semi-tractor and tanker for hauling sludge in a safe and proper manner.

Operates sludge injection equipment (Big A) in a safe and proper manner.

Monitor and maintain preventive maintenance records and logs. Update logs as work is completed.

Assist in the maintenance of all equipment within the Facility including grit removal, primary clarifiers, pump stations, bio-reactors, secondary clarifiers, UV disinfection, anaerobic digesters, gravity belt thickeners, belt filter presses, engine generator, sludge pumping, flow measurement, blowers and non-potable pump station.

Assist in all general maintenance activities at the Facility as required.

OTHER JOB RELATED DUTIES

Performs other duties as assigned.

SAFETY RELATED DUTIES:

Abide by the City of Helena and department/division work practices established for specific job assignments and occupations.

Report occupational injuries, illnesses and near misses immediately to their supervisor. Follow supervisor instructions for obtaining first aid and/or medical attention. Participate in accident investigations as requested by the supervisor.

Participate fully in safety training. Suggest improvements in safety training requirements or programs to the supervisor or the safety committee.

Identify unsafe work conditions and unsafe practices. Correct hazards or report them to the supervisor or safety committee as appropriate.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Knowledge of standard practices, materials, tools, and equipment used in the mechanical, hydraulic and electrical repair and maintenance of major mechanical equipment systems.

Knowledge of occupational hazards and standard safety practices necessary in the maintenance repair of wastewater treatment facilities

Knowledge of wastewater operations and objectives,

Skill to:

Learn to operate and maintain treatment plant equipment and facilities.

Operate a motor vehicle safely.

Perform manual labor for extended periods of time in all types of weather.

Ability to:

Ability to operate a tractor and tanker trailer, sludge injection vehicle (Big A) and stationary mechanical equipment in a safe and effective manner.

Work on-call, stand-by, shift work, and emergency call out.

Physical Demands/Work Environment:

Ability to sit, stand, walk, kneel, crouch, stoop, squat, crawl, twist, climb, push, pull, lift 50 lbs, distinguish color, and wear protective apparel; exposure to cold, heat, noise, outdoors, vibration, confining work space, chemicals, explosive materials, mechanical hazards, electrical hazards, toxic substances, foul odors, wastewater, sludge, effluents, bacteria, viruses, and traffic hazards; ability to travel to different sites and locations.

Experience and Training Guidelines:

Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Experience:

High school graduate or equivalent and two years related experience or any combination of education and experience.

License or Certificate:

Possess a valid drivers license with acceptable driving record and ability to obtain a valid MT commercial drivers license with Tanker Endorsement within 3 months of hire.

Special Requirements:

Subject to pre-employment as well as random, reasonable suspicion, post accident and follow-up drug and alcohol testing as per the City of Helena substance abuse policy.

After reading this job description, as of this date would you require any accommodation to perform these duties?

YES or NO (circle one)

Employee's Signature: _____

Date: _____

Effective Date: July, 2005

Updated: December, 2009