



CITY OF MARYSVILLE
invites applications for the position of:

Wastewater Treatment Plant Maintenance Lead

An Equal Opportunity Employer

SALARY: \$5,606.00 - \$7,118.00 Monthly

OPENING DATE: 03/23/18

CLOSING DATE: Continuous

POSITION SUMMARY:
Open until filled

In addition to the salary listed above, this position receives an additional 1.5% premium pay upon obtainment of WWTP Group III certification.

This position is responsible for coordinating the material, equipment, and personnel needs to perform the tasks of a particular program within the Water Resources Division under the direction and supervision of the division manager.

This is the highest level position in the lead worker job series. Positions in this class perform the more complex and specialized tasks requiring advanced technical skills in their field of specialty and/or perform a wider variety of responsibilities. Work is performed under limited supervision. The division manager sets the overall objectives and resources available. Incumbent assists with developing deadlines, projects, and work to be completed and has lead responsibilities over other employees within a particular program.

EXAMPLES OF JOB DUTIES:

Other duties may be assigned as needed.

When assigned to WWTP and Lift Station Maintenance program:

1. Administers the preventative and emergency maintenance programs for the wastewater treatment plant and lift stations under the direction of the Division Manager.
2. Maintains the city's computer based preventative maintenance program (currently Allmax Software), and makes recommendations to management on future upgrades or changes to the system.

Water Quality/Wastewater Treatment Lead assigned to all department/divisions perform these essential functions:

1. Assists Division Manager in estimating time, material, equipment, and personnel needed to perform assigned work and work of crew.
2. Assists Division Manager in preparing work schedules and assigning tasks to ensure completion of projects/tasks efficiently and on time.
3. Analyzes division's equipment needs, and makes recommendations to the supervisor for all new additions, replacements, alterations, repairs and operational changes.
4. Coordinates with other divisions/departments and equipment/materials suppliers to ensure completion of projects/tasks efficiently and on time.
5. Operates equipment and performs field work in back-up or support as needed.
6. Be responsible for work zone safety, including signage, trenching, confined space permitting, etc.
7. Supervises work of crew in the field to ensure that work is done properly and safely, including providing directions, instructions, and training to crew members, and reviewing their work.

8. Administers, updates, and maintains files, maps, reports and all other records related to assigned duties.
9. Performs supervisor's duties during their absence as necessary.
10. May assist supervisor in preparing annual budget related to assigned duties and crews.

QUALIFICATIONS:

A combination of the experience, education, and training listed below which provides an equivalent background to perform the work of this position.

- Four years experience performing a variety of the essential duties of the position or a related position in applicable specialty area.
- High school diploma or GED is required.
- Must possess Group I Wastewater Treatment Plant Operator certification.
- Must possess, or have the ability to possess within twelve months of hire date, Group III Wastewater Treatment Plant Operator certification.
- Washington State Electrician License is desirable.
- Must possess a Washington State Driver's License.
- Must possess, or have the ability to possess within six months of hire date, a Washington State Class B Commercial Driver's License.
- Must possess, or have the ability to possess within six months of hire date, first aid and CPR certifications.
- Knowledge of routine and emergency repairs of the wastewater treatment plant and lift stations.
- Knowledge of federal, state, and municipal laws and regulations governing wastewater facilities.
- Knowledge of electrical and mechanical equipment used in wastewater treatment and pumping facilities.
- Ability to interpret construction drawings and blueprints relating to wastewater facilities.
- Ability to operate and maintain electrical and plumbing systems and equipment.
- Ability to effectively operate Windows based computer including word processing, spreadsheet, database, and specialized software applications related to assigned division; learn relevant new and updated software applications.
- Ability to direct the work of crew members, including giving instructions, providing equipment and job-specific training as needed, reviewing work in-progress and as completed, and ensuring compliance with safety requirements.
- Ability to identify, estimate, calculate, and project costs, time, equipment, supplies, and personnel needed for assigned tasks/projects.
- Ability to effectively update and maintain records related to assignment department/division using related recordkeeping systems.

WORK ENVIRONMENT:

The physical demands and characteristics of the work environment described here are representative of those occurring in the performance of the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the essential functions of this job, the employee is frequently required to stand; walk; sit; kneel, bend, or climb and to use hands to finger, handle, or feel objects, tools, or controls; and talk or hear. The employee must lift up to 25 pounds on a frequent basis; lift 25 - 50 pounds on an occasional basis; and lift and/or move between 50 - 100 pounds with assistance. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.

This position regularly works outside in various weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to vibration. The employee may be exposed to physical hazards from mechanical and electrical equipment and also will

sometimes work in hazardous areas under hazardous conditions. The employee occasionally works in traffic, near moving mechanical parts and in high, precarious places and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and the risk of electrical shock and radiation. The noise level in the work environment is usually moderate to loud.

This position works a regular schedule, however, incumbents may be called in to work at irregular times in emergency situations, and incumbents must be available for call-out and stand-by duty as needed. Regular and reliable attendance is an essential function of this position.

This position description generally describes the principle functions of the position and the level of knowledge and skills typically required. It does not constitute an employment agreement between the employer and employee, and it is subject to change as the needs of the employer and the requirements of the job change.

The City of Marysville is an Equal Opportunity Employer. Qualified applicants are considered for employment without regard to race, creed, color, sex, national origin, age, marital status, sexual orientation, or the presence of a non-job-related medical condition or disability.

Posted in-house only: 3/26/18 - 3/30/18.

Teamster's union position.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://marysvillewa.gov>

Job #00283
WASTEWATER TREATMENT PLANT MAINTENANCE LEAD
MK

OUR OFFICE IS LOCATED AT:
1049 State Avenue
Marysville, WA 98270
360.363.8000
jobs@marysvillewa.gov

An Equal Opportunity Employer

Wastewater Treatment Plant Maintenance Lead Supplemental Questionnaire

* 1. Do you currently possess a High School Diploma or GED?

Yes No

* 2. List below whether or not you currently possess a Washington State Commercial Driver's License?

I possess a Class A CDL
 I possess a Class B CDL
 I do not possess a CDL

* 3. What level of Wastewater Treatment Plant Operator certification do you currently possess?

None
 Group I
 Group II
 Group III
 Group IV

* 4. Please list any other licenses or certificates you have obtained related to this position. Be sure to include whether you have a Washington State Electrician license and, if so, the type of license.

* Required Question