

## SEWER MAINTENANCE WORKER

**DEPARTMENT** : **WASTE MANAGEMENT SERVICES**  
**WAGE** :  
**FLSA** : **NON-EXEMPT**  
**CIVIL SERVICE** : **INCLUDED**  
**BARGAINING UNIT** : **CONSTRUCTION & PUBLIC EMPLOYEES LiUNA Local #177**

### GENERAL STATEMENT OF DUTIES

Performs maintenance, repair and construction of municipal storm and sanitary wastewater collection systems. The work is performed under the general direction of the Collection Systems Foreman and Collection Systems/Project Director. May perform basic foreman duties in absence of Collection Systems Foreman.

### EXAMPLES OF ESSENTIAL FUNCTIONS

#### (Illustrative Only)

These functions are considered essential for successful performance in this job classification.

1. Performs routine preventive maintenance on storm and sanitary wastewater collection systems including the repair and construction of catch basins, manholes and related structures.
2. Cleans and unclogs sewer lines and catch basins and rebuilds catch basins and manholes.
3. Lays sanitary and storm sewer tile and raises and lowers manholes.
4. Operates hydro-flusher, combination sewer cleaning unit, bucket machine, air compressor, cement mixer, portable pumps, backhoe, crawler, excavator, large and small trucks.
5. Enters and works in confined spaces to check lines or perform maintenance.
6. Uses hand tools, makes hose and pipe connections, operates jackhammer, shovels material into concrete mixer, hauls cement and other materials with wheelbarrow, operates manual gate openers, cleans debris from catch basins, loads sand, gravel, cold mix or other materials, pulls ropes to start gas engines, uses pick and shovel to pry, move, load and unload manhole covers, casings and other heavy items.
7. Performs general maintenance activities such as snow removal, building and equipment repair.
8. Operates television equipment used to inspect new and existing sewers.
9. Sets up, monitors and operates portable flood pumps during flood emergencies.
10. Completes daily work sheets.
11. Operates heavy duty and rough-riding vehicles and equipment.
12. Lifts and carries items weighing up to one hundred pounds with assistance as needed.
13. Works outside in all weather conditions; works near moving vehicles and equipment and around mechanical and electrical hazards; operates equipment and tools that cause vibration; noise level is loud; atmosphere may contain dust, infectious wastes, toxic and explosive gases or unfavorable natural ventilation; visibility might be poor and mobility limited.
14. Responds to citizen complaints, questions and requests for service.
15. Performs work of a repetitive nature and varied workload pace.
16. Works independently and with others with minimum supervision.
17. Attends work regularly at the designated place and time.
18. Performs all work duties and activities in accordance with City policies, procedures and OSHA, City and Waste Management Services safety rules and regulations.
19. Performs all other related duties as assigned.

## **REQUIRED KNOWLEDGE & ABILITIES**

1. General knowledge of the use of a wide variety of hand tools; ability to read and follow simple blueprints.
2. Knowledge of occupational hazards and safety precautions necessary in the maintenance of sanitary and storm sewer systems.
3. Ability to limit exposures to infectious waste, toxic and explosive gases.
4. Ability to complete daily work sheets.
5. Ability to complete assigned work projects without direct supervision.
6. Ability to respond to questions and comments from the public tactfully and politely.
7. Ability to communicate effectively and maintain working relationships with coworkers, supervisors and the public.
8. Ability to work with people from a broad variety of social, economic, racial, ethnic and educational backgrounds.

## **ACCEPTABLE EXPERIENCE & TRAINING**

1. High school graduate/equivalent.
2. Minimum two years of experience in sewer maintenance construction, plumbing or other heavy construction in all types of weather

### **OR**

- Any equivalent combination of training and experience that provides the knowledge, skills and abilities necessary to perform the essential functions of the position.
3. Must possess at least a Class B Commercial Driver's License (CDL) and obtain an Iowa Class A CDL with air brake and tanker endorsements within 6 months of employment. Good driving record based on City of Waterloo driver performance criteria. A candidate with any of the following will not be considered for employment: loss of license for any reason during the period of candidacy for employment, if the candidate remains without a valid, current license for the position when the City issues an offer of employment; loss of license, plea of guilty, plea of no contest or its equivalent or conviction for OWI, reckless driving or other

major moving violation within the previous five years; four or more citations for moving violations within the previous three-year period, excluding speeding violations of 10 mph or less over the posted speed limit; three or more citations for moving violations within the previous one-year period. After appointment to the position, disciplinary action or continuing employment status may be reviewed for the following: four or more moving violations within the previous three years, three or more moving violations within the previous one year or loss of license or conviction for OWI, reckless driving or other major moving violation within the previous five years; two or more at-fault accidents within a three-year period while driving on City business; three or more at-fault accidents within a three-year period.

4. Must be trained regarding Permit Required Confined Space Program after beginning employment.

## **ESSENTIAL PHYSICAL ABILITIES**

The following physical abilities are required with or without accommodation.

1. Sufficient strength to perform assigned tasks.
2. Sufficient physical and mental stamina to work twelve hours or double shifts during flood emergencies.
3. Sufficient speech and hearing that permits the employee to communicate effectively with coworkers, supervisors and the public in person, over the telephone and over a radio.
4. Sufficient personal mobility that permits the employee to operate vehicles and equipment safely in all types of weather and a variety of road conditions, enter and work in confined spaces with entry being as small as twenty-two inches, use ladders to climb up to thirty feet, visit work sites anywhere in Waterloo and meet with the public inside and outdoors.
5. Sufficient manual dexterity and grip/grasp ability to use hand tools such as pipe wrench, pick, shovel and rake, make hose and pipe connections, operate jackhammer, operate manual gate openers and pull ropes.
6. Sufficient vision to operate vehicles and

equipment and use construction maintenance tools.

### **MISCELLANEOUS**

1. Must wear personal protective equipment including but not limited to safety shoes, safety glasses, safety vest, hearing protection, gloves and hardhat as job assignment requires.
2. Must wear standard uniform as supplied by City.
3. Must comply with City of Waterloo Residency Policy for Critical Employees (physically reside within thirty-mile radius of Waterloo City Hall-will be given reasonable compliance period as determined by department head). Must maintain a local telephone number in order to be contacted during emergencies.
4. Must submit to Department of Transportation requirements including pre-employment, post-accident, reasonable suspicion, random and return-to-duty/follow-up alcohol and drug testing.
5. The City of Waterloo reserves the right to conduct a background investigation including employment, education, driving and criminal history checks on any applicant being considered for this position.
6. Must submit to and pass pre-employment physical and drug test. Failure to pass these tests will result in withdrawal of employment offer.
7. Must submit to and pass Civil Service examination procedures including a panel interview.

### **WORK SCHEDULE**

Scheduled shift is generally 7:00 a.m.-3:00 p.m. Monday-Friday with a 20-minute paid lunch break. During flood emergencies, may transition to 12-hour shifts. Subject to emergency call during flood or other severe weather conditions. Rotates call with other Sewer Maintenance Workers about every ninth week.

**Employees hired in this job classification may be cross-utilized in other City departments in emergency and non-emergency situations as determined by the workload. Consequently, hours of work, including starting and ending times, work schedule, rest periods, work duties etc. will vary depending on the department to which the employee is assigned.**

### **EXAMINATION INFORMATION**

Qualified applicants who apply by the deadline date will be required to appear before an oral examination panel consisting of a minimum of three people who have expertise in the areas being tested. An individual must receive a minimum average score of sixty points out of one hundred to achieve a passing score on the oral examination. The top applicants, as ranked by their scores on the oral examination will be the individuals placed on the certified list. Applicants who qualify as outlined and are full time regular employees of the City of Waterloo shall have one additional point per full year of employment up to a maximum of five points added to their final score. Honorably discharged men and women from the military or naval forces of the United States who qualify per provisions of Chapter 35 of the Code of Iowa and who are citizens and residents of the United States shall have five additional points added to their final score upon submission of their DD214 or ten points added if they were awarded a Purple Heart or have a service connected disability.

### **ORAL EXAMINATION DATE**

Qualified applicants who apply by the deadline date will be notified of the time, place and date of the examination.

**A.A./E.E.O.**

**Minority, female & disabled individuals are encouraged to apply.**