

**CITY OF CUMMING**

**DEPARTMENT OF UTILITIES**

**WATER POLLUTION CONTROL DIVISION**

**ADVANCED WATER RECLAMATION FACILITY**

**LABORER**

**GENERAL NATURE OF WORK**

This is routine manual work providing basic maintenance functions for the Advanced Water Reclamation Facility. Duties are performed under the direct supervision of the Daily Operations Supervisor.

**EXAMPLES OF WORK**

- Performs maintenance of landscaping at the Advanced Water Reclamation Facility which includes but is not limited to: pruning shrubbery and trees, planting and maintaining bedding plants, and installing mulch around flower beds and trees. Mows grass as required.
- Monitors condition of landscaping at all outlying pump stations. Mows grass and uses soil sterilizer as needed.
- Assists with maintenance such as greasing motors and bearings, changing gearbox oil, and rotating bearings as per manufacturer's recommendations.
- Cleans headworks, aeration basin, clarifiers, filters, chlorine contact chamber, cascade, influent pump station and solids dewatering system as needed.
- Hauls dewatered solid to the ultimate disposal site as required by the Daily Operations Supervisor.
- Cleans all City owned vehicles on a regular basis or as required.
- Maintains City owned vehicles as per manufacturer's recommendations.
- Performs regular housekeeping on facility buildings and chemical feed area. This includes but is not limited to sweeping, mopping, waxing, buffing, painting, washing, and vacuuming.
- Paints building exteriors and interiors, tanks, motors, pumps, valves, manhole covers, conduit, etc.
- Assists in the repair of equipment.
- Assists with greasing, changing oil, and other general preventive maintenance of equipment.
- Fills chemical feed systems as required by Daily Operations Supervisor.

- Complies with all safety rules, regulations, and requirements of the City of Cumming and the Water Pollution Control Division.
- Completes other duties as assigned

## **NECESSARY KNOWLEDGE, SKILLS, AND ABILITIES**

- Basic knowledge machinery and mechanical repair.
- Basic knowledge of hazardous chemicals and their safe use.
- Knowledge of and ability to use equipment such as but not limited to: lawn maintenance equipment, paint sprayer, floor buffer, grease gun, pipes, valves, and other small hand tools.
- Ability to work under general to limited supervision.
- Ability to understand and follow oral and written instructions.
- Ability to learn and comprehend the policies and procedures of the City of Cumming and the Water Pollution Control Division.
- Ability to learn and comprehend City safety rules and procedures.
- Exemplary attendance is required.

## **DESIRED EDUCATION, TRAINING, AND EXPERIENCE**

Graduation from a standard high school, vocational school, or equivalency.

## **NECESSARY SPECIAL REQUIREMENTS**

Possession of a valid driver's license. Must be legally eligible to work in the United States.

## **Minimum Physical Requirements**

Must be able to exert up to 100 pounds of force occasionally and up to 50 pounds of force frequently. Physical demand requirements are at levels of those for very heavy work.

**FSLA Status:** Non-Exempt

Classification: Entry Level