

CITY OF FORT WAYNE JOB POSTING

Applicants must meet duties/essential functions and minimum requirements.

Job Vacancy:	Sewer Jet Flusher Assistant	Department:	Water Pollution Control Maintenance
Requisition Number:	2018151		
Hours:	7:30 a.m. – 3:30 p.m., Straight eight(8)-may vary depending on need	Rate of Pay:	\$20.4070 per hour
Date Posted Up:	5/25/18	Date Posted Down:	5/30/18
Time Up:	8:00 a.m.	Time Down:	5:00 p.m.

SUMMARY

Under the general supervision of the Sewer Jet Flusher Operator and direct supervision of the Cleaning Supervisor, incumbent assists in the use of the jet flusher and associated equipment to clean sewer lines, inspects and makes adjustments to machinery if required and assists in preparing related reports on functions of the jet flusher. Incumbent will also assist in using chemicals to reduce grease built up and root intrusion in the collection system. The incumbent is expected to exercise good judgment, independence, initiative, and professional expertise in conducting day-to-day operations. All work duties and activities must be performed in accordance with City and department policies and procedures as well as federal, state, and local regulations.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Assists in operating jet flusher and associated equipment to flush and clean sewer lines;
- Assists in the setup of equipment at the manhole, catch basin, etc in preparation for operating jet flusher and/or setting enzyme drip bags;
- Positions or assists in positioning the nozzle/rootsaw and hose in manholes and sewers using roller shoe, tiger tail or other device;
- Assists in the placement and use of enzyme drip bags in specified manholes throughout the collection system. Also assists in the use of root control methods either mechanical or chemical;
- Operates or assists in operating controls of engine that controls water pump to start, stop, rewind and to adjust and control the movement of the hose through the sewers;
- Assists in monitoring the water level in the tank or truck and fills, when needed from water hydrant or other assigned fill area;
- Assists in cleaning the returning hose and structure with spray gun when necessary;
- Assists in maintaining accurate records of work performed, conditions found and supplies used;
- Follows all safety rules and regulations determined by departmental policy;
- Performs assigned duties which require bending, twisting, climbing and lifting a minimum of 50 pounds on a regular basis;
- Works under adverse weather conditions including extremes of temperature, humidity, precipitation and dust;
- Enters, exits and works in confined spaces wearing a variety of safety apparatus;
- Wears respiratory devices;
- Reports irregularities and abnormal conditions;
- Communicates effectively both orally and in writing;
- Assists employees of any classification;
- Maintains valid Commercial Drivers License (CDL) with Tanker endorsement.

MARGINAL FUNCTIONS

- Keeps equipment, tools and work area in a clean and orderly condition;
- Assists in training of employees when needed;
- Performs other duties as required.

PERFORMANCE EXPECTATIONS

The incumbent is responsible to manage their performance in accordance with this job description and the performance expectations provided to them by management. If at any time the incumbent is unsure of their role or specific responsibilities, it is the incumbent's responsibility to refer to their job description and ask for clarification from their supervisor. Management will work with the incumbent, as needed, to ensure performance expectations are clearly communicated and performance goals are achieved.

SUPERVISORY RESPONSIBILITIES

This job has no supervisory responsibilities.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

- Education equivalent to a high school education;
- Current employees must have at least 240 working hours experience as a Flusher Assistant in upgrades or lateral moves;
- At least one (1) year of experience in a collection system or relevant experience;
- Ability to work with chemicals following specific directions;
- Good communication skills, both orally and in writing;
- Communication and Customer Service classes required;
- Knowledge of the jet flusher and associated equipment;
- Working knowledge of sewer systems and structures;
- Must have valid CPR and First Aid certification;
- Trained as attendant and entrant in confined space entries;
- Fall protection trained;
- Gas monitor trained
- Respirator trained;
- Deemed physically fit to wear respiratory devices;
- Physical is required as applicable.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

REASONING ABILITY

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

CERTIFICATES, LICENSES, REGISTRATIONS

New employees hiring into this position will be required to have a Commercial Drivers License (CDL) Beginners Permit with a Tanker endorsement. New employees must obtain a regular CDL with Tanker endorsement within their first 90 days. All existing employees must have and maintain a valid CDL with a Tanker endorsement.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to sit; climb or balance; and stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts, fumes or airborne particles, and outside weather conditions. The employee is frequently exposed to wet and/or humid conditions; high, precarious places; toxic or caustic chemicals; extreme cold; extreme heat; risk of electrical shock; risk of radiation; and vibration. Enters, exits and works in confined spaces wearing a variety of safety apparatus. The noise level in the work environment is usually loud.

Applications may be submitted on-line at www.cityoffortwayne.org or using the City of Fort Wayne Human Resources Department computer kiosks located at Citizen’s Square, 1st Floor, 200 E. Berry Street, Fort Wayne IN between the hours of 8:00 a.m. – 4:00 p.m. Applicants must be 18 years of age or older. Reasonable accommodations for person with a known disabling condition will be considered in accordance with State and Federal Law.

(Those individuals who accept employment with the City and live outside one of the six contiguous Indiana counties that border Allen County (DeKalb, Whitley, Noble, Huntington, Wells, and Adams) will have six (6) months from their start date to become residents of either Allen County or one of the six counties listed above. Policy and Procedure Number 204 Page: 1 of 1)

Equal Opportunity Employer

All qualified applicants will receive consideration for employment without regards to age, race, color, religion, sex, disability, veteran’s status, national origin, genetic information or sexual orientation. Reasonable accommodations for persons with a known disabling condition will be considered in accordance with State and Federal Law.