

**SANITARY SEWER MAINTENANCE
JOB DESCRIPTION AND DUTIES**

JOB DESCRIPTION:

The sewer maintenance position requires an individual dedicated to commit their time to meet the needs of our community. The position requires availability 24 hours a day, 7 days a week. The candidate should be able to physically lift 75 lbs., and have knowledge and experience of electrical, plumbing and pumping. The candidate must be able to follow and meet the defined herein. The candidate must be able to respond in a timely manner when an emergency or failure is present at the pump station. He/She must be able to assemble and connect back-up sewer pump and turn by-pass valves in the manhole below grade and must be physically able to work in small confined spaces and have some confined space training for these job duties. The candidate must be available to monitor the lift station until all emergencies or failures are repaired and normal operation has been restored.

DUTIES:

Daily:

- Record Pump Hours
- Correct Operation of lift station
 - Power On
 - No tripped breakers
 - No alarms or malfunctions
 - Heater working (cold months)

Weekly:

- Weeds removed from lift station inside fence
- Inspect floats in wet well
- Any tests mandated by the EPA

Monthly:

- EPA reports
- Attend monthly Board of Public Affairs meetings
- Check belts, motors and oil level in pumps
- Check and run back-up pump and all fluids
- Check suction pressure and discharge pressure
- Change battery on back-up pump
- Inspect lagoon area
 - Fence
 - Property
 - Valves

Annually:

- Fuel in emergency pump
- Mow lagoon two times a year, every third year (or as directed by Lagoon Board)
- Oil locks to all secured areas
- Inspect manholes for leaks and flows

Contact the Clerk for the Board of Public Affairs to obtain an employment application.

The Village of Rawson is an equal opportunity employer