

Village of Coxsackie

Wastewater Plant Laborer

Final 12/13/10

NATURE OF WORK

Under general supervision, performs work of routine difficulty in wastewater operations and sampling activities at the wastewater treatment plant; performs related work as assigned. This position may involve exposure to dangerous chemicals and/or raw sewage.

TYPICAL DUTIES (illustrative only)

- Monitors wastewater systems for safe and efficient operation as trained and directed
- Keeps records as trained and directed
- Assists with general maintenance of the wastewater facility as directed
- Installs, repairs and reads meters, valves and related machinery
- Completes turn-on/turn-off orders
- Maintains equipment, grounds and buildings
- Respond to emergencies as needed with system breakdowns and after-hours emergencies
- Assist and work as directed with the Village DPW and Water Dept.'s

KNOWLEDGE, SKILLS AND ABILITIES

Ability to:

- Maintain logs and prepare reports
- Work in potentially hazardous environments
- Effectively handle lifting of various objects up to 100 lbs
- Work outdoors in varying weather conditions
- Follow written and verbal instructions
- Communicate effectively
- Establish and maintain effective working relationships other employees, agencies and the public

MINIMUM QUALIFICATIONS

- GED or equivalent
- 18 years of age or older
- Must maintain drivers license acceptable to the villages insurance company
- Reliable transportation to work site
- Must have, or be able to obtain within 1 year of employment, a Grade I certification in Wastewater from the State of New York
- This position is nonexempt from overtime
- Normal work schedule is Monday-Friday 7am-3pm with regular weekend hours and on-call schedule

REPORTS TO:

Superintendent of Wastewater Treatment