

**Town of Waterford**  
**Wastewater Collection System Assistant**  
**Utility Commission**

The following **seasonal position** is presently open at the Town of Waterford.

Wastewater Collection System Assistant – Utility Commission  
Seasonal Position  
Monday – Friday, 8 hrs per day  
Starting rate: \$15.68/hr – \$16.88/hr

**VACANCY EFFECTIVE: MAY 2016**

**JOB IS POSTED AS OPEN UNTIL FILLED**

**Utility Foreman**  
SUPERVISOR

**PT 14-Seasonal/Occasional**  
CLASSIFICATION

**Director of Utility Commission**  
REVIEW AUTHORITY

**Utility Commission**  
DEPARTMENT

- A. **PURPOSE OF POSITION:**  
Participates in the maintenance and operation of the Town’s wastewater collection system, perform basic laboring tasks for Utility Foreman or assigned leader.
  
- B. **SUPERVISION RECEIVED:**  
Supervised by the Utility Foreman or assigned leader.
  
- C. **SUPERVISION EXERCISED:**  
NONE
  
- D. **EXAMPLES OF ESSENTIAL FUNCTIONS:**
  - 1. Wastewater collection system maintenance labor.
  - 2. Assist with Closed Circuit Television Inspections (CCTV).
  - 3. Assist with jet rodding of collection system.
  - 4. Clean sand traps and pump stations.
  - 5. Assist in infrastructure asset data acquisition.
  - 6. Grounds maintenance, mowing, raking, pressure washing, painting.
  - 7. Other duties as assigned.

\*\*The essential functions or duties described above are the primary functions and duties of the classification. There may be other types of work that may be performed and the omission of a particular duty or function does not exclude that duty or function from the classification provided the duty or function is similar in work, related to the work or logically assigned to the classification.

- E. **MINIMUM QUALIFICATIONS (Knowledge, Skill & Ability):**  
Ability to use tools usual to wastewater collection system operations. Ability to perform basic computer tasks, ability to follow simple oral instructions.

