

FORREST CITY WATER UTILITY

COLLECTION OPERATOR - COLLECTIONS DEPARTMENT

Revised: January 2021

Position Reports to: Collection Foreman
Subordinate Staff: Collection OIT/Apprentice

The COLLECTION OPERATOR is responsible for skilled tasks in the construction, maintenance, and repair of wastewater system facilities; operating a variety of light and moderately heavy power-driven equipment; and ensuring public health and safety by preventing and/or responding to sewage overflows and blockages. They inspect, clean, maintain, construct, and repair wastewater collection systems including sanitary sewers, pump stations, pipes, manholes and catch basins.

ESSENTIAL FUNCTIONS

Operates and maintains all lift station equipment such as the pumps, electrical equipment, flow monitoring equipment, air compressors, standby diesel engines, etc.
Performs maintenance and repair of mains, laterals, manholes and associated appurtenances.
Performs preventive maintenance such as greasing, oiling, and cleaning of lift station equipment.
Checks and adjusts float controls.
Performs maintenance of building and grounds of lift stations.
Cleans lift station and equipment.
Advises supervisor of potential problems and needed work for scheduling.
Operates equipment for the unstopping and/or cleaning of the collection mains and laterals.
Assist in sewer inspections.
Inspects and maintains assigned equipment and vehicles.
Mowing of lift station, access roads and sewer line easements.
Performs other duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Knowledge of operational characteristics of wastewater collection systems
Knowledge of materials, methods, techniques, and terminology used in maintenance and repair activities of wastewater collection system infrastructure including how repair parts are applied to the wastewater system including couplings, stainless steel bands, and types and grades of pipes.
Read, write, and understand map, blueprints, and equipment manuals.
Work from verbal or written instructions and without direct supervision
Ensure adherence to safe work practices and procedures.
Handle materials weighing 60 pounds.
Perform a variety of tasks for extended periods of time and in unfavorable weather conditions.
Prepare and maintain records including time and material use records.
Work in closely confined spaces while wearing a respirator.
Safely drive and skillfully operate equipment and machinery including service trucks, dump trucks, water trucks, vacuum trucks, skid loader, backhoe, large trailers, trench tamper, hydro tamper, concrete, and asphalt cutting saws, root saws, jackhammer, and hand and power tools.

OTHER REQUIREMENTS

Must have and maintain a valid Arkansas Driver's License.
Must be insurable by the Utility's vehicle insurance. Loss of driver's license is cause for dismissal.
Must be willing to work overtime when needed.
Must be able to respond to collection system maintenance/repair emergencies.

The above describes the general content and requirements for this job. It is not intended to be an all-inclusive list of duties, responsibilities, or requirements.