



103 ST. PHILIP STREET, CHAS SC 29403
 JOB ANNOUNCEMENT NO: **18-055**
 DATE: June 13, 2018

Position Title: Collection System Operator II/III (Heavy Equipment Operator)		Location: Hobson (North Charleston)	Status: Established Position, Full-time
Salary Range: See Below	Grade: See Below	Department: Wastewater Collection	Hours: 6:00 am - 2:30 pm

APPLICATIONS ACCEPTED THROUGH THURSDAY, JUNE 28, 2018.
WE ARE AN EQUAL OPPORTUNITY EMPLOYER.

Position Summary:

Maintains the wastewater collection system by cleaning, inspecting, installing, repairing, and replacing pipes and appearances associated with standard operational and maintenance practices of a wastewater collection system. This position is largely responsible for operating heavy equipment effectively, to include backhoes, track-hoes, bobcats, trenchers, etc., in the repair, rehabilitation or installation of sewer lines, manholes, vortexes or other appurtenances pertaining to the wastewater collection system.

Essential Functions:

- Removes and/or replaces soil, water, material and/or debris from job sites from excavations either by hand, hand tools, backhoe, or bobcat to make repairs, replace, install or maintain all types of mains, services, manholes, vortexes and other appurtenances.
- Loads, transports, unload, and operate jackhammers, compactors, pumps and manhole coring equipment pipe saws, pipe cutters, rodding machines and other equipment.
- Operates motor vehicles and equipment for the department, including jet rodder/vacuum cleaning trucks, singular dump trucks and dump trucks with trailers loaded with backhoes, track hoes, bobcats and other equipment in tow.
- Loads, transports and unloads heavy equipment, i.e., backhoe, track hoe, bobcat, trencher, etc.
- Loads, transports and unloads excavated and backfill materials, i.e., fill dirt, stone, base material, rock, asphalt, concrete, etc., to and from work sites.
- Utilizes mechanical cleaning equipment to clean sewer lines to relieve stoppages, prepare sewer lines for televising, clean sewer manholes, clean sewer pump station wet walls and clean sewer system vortexes.
- May be required to operate closed-circuit television (CCTV) system consisting of remotely operated cameras, their monitors, recording systems, and associated equipment.
- Input data found during closed circuit television inspections, manhole inspections, and field inspections into a database.
- Engages in the location and identification of inflow and infiltration sources (i.e. ground water entering into the collection system, storm water cross-connections, etc.).
- May be required to perform Flow Monitoring, Smoke Testing, Dye Testing to identify sources of inflow & infiltration into the wastewater collection system.
- May be required to perform Hydrogen Sulfide Monitoring to identify source points and system deficiencies.
- May be required to perform Inflow & Infiltration investigations and Sewer System Evaluation Surveys.
- Reviews and performs field investigation of GIS mapping system for accuracy and completeness.
- Assists with repair and/or replacement of defective pipe, valves, air release valves, and other appurtenances pertaining to the system.
- Measures and cuts pipe according to specifications.
- Assembles and installs new pipes.

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- Performs routine maintenance and troubleshooting of equipment.
- May be required to work during emergency conditions.
- Regular attendance is required.
- Job performance must conform to all CWS policies and procedures.
- Specific knowledge of CWS Environmental Management System policy and procedures.

Additional Duties

- May be required to operate vehicles or equipment requiring a commercial driver's license, including tanker endorsement.
- May be required to supervise in the absence of the Collection System Supervisor.
- Performs routine maintenance on vehicles and equipment.
- May be required to use construction drawings and grid maps.
- Subject to 24-hour on-call.
- Perform other duties as assigned.

Physical Requirements, Activities, and Working Conditions

- Ability to operate and maintain motor vehicles.
- Constantly positions self to move, traverse in the field as necessary to perform required work.
- Ability to receive detailed information through oral communication and to make fine distinctions in sound, such as when making adjustments on equipment.
- Must be able to make visual observations in daylight and night.
- Considerable movement and traversing involved at work sites on unpaved streets, uneven ground and cluttered work areas.
- Routinely ascend/descend a ladder to climb in and out of excavations.
- Routinely ascend/descend into manhole to accesses approximately two feet in diameter and depths of up to twenty feet.
- Constantly works in internal / external environmental conditions.
- Subject to noise levels requiring the worker to shout in order to be heard above the ambient noise level. Hearing Protection Required.
- Routinely positions self to use up to 50 lbs of force. Daily move and transport equipment and/or materials at job sites weighing up to 50 lbs. Objects greater than 50 lbs require a two-person operation.
- Subject to vibrations. Exposure to oscillating movements of the extremities of whole body.
- Routinely and safely operate computer to include desktop and tough notebook laptops in the field.
- Must be able to wear Personnel Protective Equipment (PPE) as defined in the Job Safety Analysis (JSA) to perform the required essential functions.

Education and/or Experience

- Two (2) years experience operating backhoes, track hoes, tractor-trailer type motor vehicles, and other equipment used in the utility construction and/or repair field is required. High school diploma or GED required.
- Skill and knowledge in the use of tools, materials, and equipment commonly used in the performance of job function.
- Prior work record indicating dependability and conscientiousness.

COLLECTION SYSTEM OPERATOR II

Salary Range: \$32,884.80 (\$15.81/hr) - \$49,316.80 (\$23.71/hr)

The candidate demonstrating the following abilities may be placed at a **Grade 105:**

- Two (2) years experience in general maintenance and construction in a utility environment preferred. High school diploma or GED required.
- Skill and knowledge in the use of tools, materials, and equipment commonly used in the performance of job function.

COLLECTION SYSTEM OPERATOR III (HEO)

Salary Range: \$36,171.20 (\$17.39/hr) - \$54,246.40 (\$26.08/hr)

The candidate demonstrating the following abilities may be placed at a **Grade 106:**

- Two (2) years experience operating backhoes, track hoes, tractor-trailer type motor vehicles, and other equipment used in the utility construction and/or repair field is required. High school diploma or GED required.
- Skill and knowledge in the use of tools, materials, and equipment commonly used in the performance of job function.

Licenses, Certifications, Registrations

Collection System Operator II-Requirement

- Ability to obtain a "D" wastewater collection systems operator's license in the state of South Carolina within two years of hire.
- Valid South Carolina Driver's License required.

Collection System Operator III (Heavy Equipment Operator)-Requirement

- Ability to obtain a "C" wastewater collection systems operator's license in the state of South Carolina within two years of hire.
- Valid South Carolina Commercial Driver's License Class A (tanker endorsements must be obtained within the first six months of employment) required.

Training Needs:

- OSHA and Departmental safety training as required.
- Skills Based Training
- Standard Operating Instruction (SOI) per department requirements.
- ISO 14001 standards for department and company.

Potential Career Path:

ELIGIBILITY FOR PROMOTION TO VARIOUS POSITIONS THROUGHOUT THE COMMISSION DEPENDS UPON INDIVIDUAL QUALIFICATIONS, AND NOTED JOB PROGRESSIONS ARE NO GUARANTEE OF CAREER PATH TO THESE OR ANY OTHER JOB(S) AT THE COMMISSION.

- Collection System Supervisor
 - Senior Collection System Manager
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Computer Skills: Intermediate

To perform this job successfully, an individual should have a **working knowledge** of Microsoft Windows, Outlook, Excel and Word or similar software, i.e. Mainframe System Program, CMMS, other specialized software.

Decision-making Authority: Routine (Non-Exempt)

Follows routine procedures and makes minor decisions within prescribed guidelines. Refers non-routine issues to management.

Mathematical Skills: Intermediate

Ability to apply concepts such as fractions, percentages, ratios and proportions to practical situations. Ability to calculate figures such as discounts, interest, area, circumference and percentages with or without a calculator.

Reasoning Ability: Intermediate

Ability to apply common sense understanding to carry out general written or oral instructions where only limited standardization exists. Ability to interpret a variety of general instructions furnished in written, oral, diagram or schedule form.

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Supervisory Responsibilities: Functional

This job functionally supervises assigned employees usually in the absence of the regular supervisor. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include leading and directing the workers in their daily assignments; addressing complaints and resolving problems; and reporting heightened problems or situations to management.

Language Skills: Intermediate

Ability to comprehend general instructions. Ability to read and understand safety manuals, operating and maintenance instructions and procedure manuals. Ability to write routine reports and business correspondence. Ability to effectively present information in small group situations with coworkers and the general public. Ability to respond to common inquiries or complaints from the general public.

Safety Sensitive Position: Yes

This position falls under our Substance Abuse Policy and is subject to: post-accident, reason suspicion, random, periodic, and pre-employment alcohol/controlled substance testing. For additional information about safety sensitive drug testing, see CWS Substance Abuse Policy and Procedures

Environmental Sensitive Position: Yes

Charleston Water System is an ISO 14001 Certified company that promotes activities which support environmental protection, prevention of pollution, positive impacts on human health, and continual improvement to work processes and the environment. The carrying out of the job requirements as herein described present the potential to significantly impact the environment. Therefore, specific knowledge and application of CWS Environmental Management System (EMS) policies, procedures, and instructions is needed to carry out job responsibilities and requirements.

NOTE: THE COMMISSION RESERVES THE RIGHT TO MODIFY, INTERPRET, OR APPLY THIS JOB DESCRIPTION IN ANY WAY THE CWS DESIRES. THIS JOB DESCRIPTION IN NO WAY IMPLIES THAT THESE ARE THE ONLY DUTIES, INCLUDING ESSENTIAL DUTIES, TO BE PERFORMED BY THE EMPLOYEE OCCUPYING THIS POSITION. THIS JOB DESCRIPTION IS NOT AN EMPLOYMENT CONTRACT, IMPLIED OR OTHERWISE. THE EMPLOYMENT RELATIONSHIP REMAINS "AT WILL." THE AFOREMENTIONED JOB REQUIREMENTS MAY BE CHANGED BY THE COMMISSION TO COMPLY WITH APPLICABLE FEDERAL OR STATE LAW.