



*Loxahatchee River District
Operations Department*

MEMORANDUM

TO: All Personnel

FROM: Tom Vaughn, Director of Operations

DATE: Tuesday, October 06, 2009

SUBJECT: Job Vacancy.

Now accepting applications for Operations Construction System Operator "C" or Trainee.

All interested parties should submit a completed employment application to the Director of Operations. The closing date for in-house applications is Friday, October 9, 2009. After this date applications will be accepted from the local public sector.

See the attached Job description for more information.

This job is a Pay Grade 12 for a class "C" licensed Collection System Operator or a pay grade 10 for a trainee with opportunity for advancement.

Thank You for Your Cooperation.

**Tom Vaughn
Director of operations**

Loxahatchee River Environmental Control District
Job Descriptions

Title: Construction Operator C
Department: Operations
Supervisor: Construction Foreman
Pay Grade: 12

Reporting to this Position:

None.

Primary Function:

This is responsible semiskilled manual work with assigned lead worker responsibilities in the repair and maintenance of wastewater service and appurtenances.

An employee in a position allocated to this class are expected to work under the general supervision of the Construction Foreman and is required to use independent judgement in the performance of duties.

Employees work in all types of weather conditions and may be required to work where hazardous conditions exist. Work is reviewed upon completion through visual inspections and results obtained.

Duties Performed:

- Performs duties as assigned including but not limited to:
- Installs and repairs services.
- Install, repair or replace force main and gravity sewer lines and appurtenances.
- Maintains and repairs concrete vaults, manholes, etc.
- Locates line locations.
- Maintains work orders.
- Maintains radio communications.
- Restores sidewalks, roads and landscape to original condition after completion of repairs.
- Make field inspections of contractors to make sure County standards are met.

Required Knowledge, Skills and Abilities:

- Knowledge of practices, materials and tools used in construction and maintenance of system.
- Knowledge of occupational hazards and safety precautions involved in the work.
- Knowledge of installations.
- Ability to perform a variety of tasks independently.
- Ability to operate a 2 1/2 ton flatbed or five (5) yard dump truck with a five (5) speed manual transmission.
- Ability to understand and follow written and oral instructions.
- Ability to operate gasoline and hydraulic power tools.
- Ability to read blue prints.
- Ability to maintain effective working relationships with co-workers, contractors and the public.
- Ability to operate a front-end loader/backhoe.

Education/Experience Required:

- High school diploma or equivalent.
- Ability to read, write and speak English.
- State of Florida Class "C" Collections System Operator License.
- Minimum two (2) years experience in maintenance and construction of water/wastewater systems or any equivalent combination of related training and experience.
- Possess a valid and clear Florida Drivers License and Acquire a valid Florida Class "B" CDL Driver's license within the first year of hire.

Degree of Physical Effort and Environment:

- Work in a field construction environment, exposed to weather elements (Sun, Heat, Rain, Wind, etc.).
- Exposed to hazardous chemicals such as chlorine (gas, liquid or powder), caustic soda, and various cleaning chemicals.
- May be exposed to raw sewage contaminants on or around pumps/equipment being repaired.
- Lifting and maneuvering mechanical equipment being repaired.

Loxahatchee River Environmental Control District
Job Descriptions

Title: Construction Operator Trainee
Department: Operations
Supervisor: Collections Foreman
Pay Grade: 10

Reporting to this Position:
None.

Primary Function:

This is beginning level of work in the construction system for semiskilled manual work under an assigned lead worker to learn the repair and maintenance of wastewater equipment, facilities, and appurtenances. Work is performed under direct supervision and is subject to prescribed methods and procedures.

Duties Performed:

As directed by applicable Supervisor.

- Performs duties as assigned including but not limited to:
- Installs and repairs services.
- Install, repair or replace force main and gravity sewer lines and appurtenances.
- Maintains and repairs concrete vaults, manholes, etc.
- Locates line locations.
- Maintains work orders.
- Maintains radio communications.
- Restores sidewalks, roads and landscape to original condition after completion of repairs.
- Make field inspections of contractors to make sure County standards are met.

Required Knowledge, Skills and Abilities:

- Acquire a working knowledge of practices, materials, and tools used in the construction and maintenance of the collection system within six (6) months of hire.
- Acquire a working knowledge of occupational hazards and safety precautions involved in the work within ninety (90) days of hire.
- Ability to perform a variety of tasks independently.
- Ability to operate: a front-end loader/backhoe, A 5, or 18 yard dump truck with manual shift transmission.
- Ability to understand and follow written and oral instructions.
- Ability to operate gasoline and hydraulic power tools.

Education/Experience Required:

- High school diploma or equivalent.
- Ability to read, write and speak English.
- Agree to the Districts terms and conditions of the "Operator Trainee Conditions of Employment"
- Acquire a State of Florida Class "C" Collections System Operator License within 30 months of hire.
- Minimum two (2) years experience in maintenance and construction of water/wastewater systems or any equivalent combination of related training and experience.
- Possess a valid and clear Florida Drivers License and Acquire a valid Florida Class "B" CDL Driver's license within the first year of hire.
- Pass a pre-employment physical and Drug Screen.

Degree of Physical Effort and Environment:

- Work in a field construction environment, exposed to weather elements (Sun, Heat, Rain, Wind, etc.).
- Exposed to hazardous chemicals such as chlorine (gas, liquid or powder), caustic soda, and various cleaning chemicals.
- May be exposed to raw sewage contaminants on or around pumps/equipment being repaired.
- Lifting and maneuvering mechanical equipment being repaired.