**NOTICE**

**POSTED: 04/16/2024**

**NOTICE: Full-Time, Monday-Friday 7:00 a.m. - 3:00 p.m.**

**CLASSIFICATION: DPW Operator Technician (Wastewater) or**

**DPW Operator Technician Apprentice (Wastewater)**

**GRADE: N/A**

**DEPARTMENT: Public Works-Wastewater Division**

**REQUIREMENTS: Per Attached Job Description**

**WAGE: $27.14 to 31.75/hour DOQ - (DPW Operator Technician) or**

**$24.97/hour (DPW Operator Technician Apprentice)**

**AVAILABLE: Immediately**

**APPOINTING AUTHORITY: Town Manager**

All interested, qualified candidates should submit a letter of interest, along with a resume, and the names of three professional references to Human Resources, Town of Uxbridge, 21 South Main Street, Uxbridge, MA 01569 or email same to [HR@uxbridge-ma.gov](mailto:HR@uxbridge-ma.gov). Review of resumes will commence immediately, and will continue until a suitable candidate is determined.

Posted: Town Hall, Library, Fire Department, DPW, Council on Aging, Police Station

This position must be posted for five (5) business days in-house per Article XI of the AFSCME Contract. However, applications will be received until position is filled.

*The Town of Uxbridge is an Equal Opportunity Employer*

**TOWN OF UXBRIDGE**

**DPW OPERATOR TECHNICIAN (WASTEWATER)**

**DEFINITION**

Under the direct supervision of the Chief Operator and the Wastewater Superintendent, the Operator Technician performs all the duties necessary to maintain the Town’s wastewater treatment facility, collection system and pump stations, operational controls, and maintenance duties to ensure the efficient and continuous operations.

**ESSENTIAL FUNCTIONS**

*The essential functions or duties listed below are intended only as illustrations of the various type of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.*

* Repairs and maintains wastewater treatment systems, collection systems, pumping stations, and all related facilities and equipment;
* Operation of heavy equipment to repair and maintain municipal infrastructure;
* Operation of mechanical and electrical controls, gauges, and hand tools to maintain utility systems;
* Collection of water samples, laboratory testing, and analysis of samples and related data;
* Recommends and implements process changes based on laboratory data;
* Maintain documents and records, complete necessary paperwork, and data entry;
* Investigate and resolve customer complaints in an efficient manner;
* Assist other DPW divisions as required (i.e., sanding/plowing etc.)
* Performs building and landscape maintenance, as required.

**SUPERVISION RECEIVED**

Under direct supervision, where clear, detailed and specific instructions govern the work or are explained with each assignment. The employee works as instructed and consults with the Superintendent or Chief Operator as needed on all matters not specifically covered in the guidelines or instructions.

**JUDGMENT AND COMPLEXITY**

The work involves numerous standardized practices, procedures, or general instructions that govern the work and requires additional interpretation. Judgment is needed to locate, select and apply the most pertinent practice, procedure, regulation or guideline.

**NATURE AND PURPOSE OF CONTACTS**

Relationships are primarily with co-workers incidental to the purpose of the work involving giving and receiving factual information about the work. Ordinary courtesy and tact are required. Contacts with the public may be required on an occasional basis.

**EDUCATION AND EXPERIENCE**

High School diploma, equivalent, or an apprentice level in the treatment of wastewater and at least one year of related experience; or any equivalent combination of education, training, certification, and experience.

Class B Commercial Driver’s License with air brake and tanker endorsements, Class 1B and 3A Hoisting Licenses, and Grade 2 Wastewater Treatment License required. Class 2A and 4E Hoisting License preferred, but not required.

**KNOWLEDGE, ABILITY, AND SKILLS**

Knowledge: Knowledge of principles and practices of wastewater treatment, operation, maintenance and repair. Knowledge of municipal wastewater treatment facilities, systems, and equipment. Knowledge of occupational hazards and safety practices relative to wastewater treatment. Knowledge of wastewater treatment records, reports, and documentation. Knowledge of basic computer systems and software related to plant and collection systems operations.

Abilities: Ability to establish and maintain effective working relationships with those contacted in the course of work.

Skills: Skilled in analyzing technical data and troubleshooting problems. Skilled in detecting mechanical and operational problems.

**WORK ENVIRONMENT**

The nature of duties may involve continuous presence of unpleasant or irritating elements, such as considerable noise, odors, chemical fumes, dust, smoke, heat, cold, oil, dirt or grease. Work may be continually performed outdoors, regardless of weather conditions. Will be required to be in a duty rotation. The on-call rotation consists of a 7-day 24-hour coverage period. May be under prolonged pressure during emergency situations.

**PHYSICAL, MOTOR, AND VISUAL SKILLS**

**Physical Skills**

Work requires moderate intermittent physical strength and effort daily, such as, lifting heavy objects, carrying the object(s) and stacking them or placing them in a vehicle or storage area. In addition, pulling, pushing, standing or walking for the full work day may also be involved. A great deal of physical effort must be exerted at this level.

**Motor Skills**

Duties involve assignments requiring application of hand and eye coordination with finger dexterity and motor coordination.

**Visual Skills**

Visual demands require routinely reading documents for general understanding and analytical purposes.

**TOWN OF UXBRIDGE**

**DPW OPERATOR TECHNICIAN APPRENTICE (WASTEWATER)**

**DEFINITION**

Under the direct supervision of the Chief Operator and the Wastewater Superintendent, the Operator Technician Apprentice performs all the duties necessary to maintain the Town’s wastewater treatment facility, collection system and pump stations, operational controls, and maintenance duties to ensure the efficient and continuous operations.

**ESSENTIAL FUNCTIONS**

*The essential functions or duties listed below are intended only as illustrations of the various type of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.*

* Repairs and maintains wastewater treatment systems, collection systems, pumping stations, and all related facilities and equipment;
* Operation of heavy equipment to repair and maintain municipal infrastructure;
* Operation of mechanical and electrical controls, gauges, and hand tools to maintain utility systems;
* Collection of water samples, laboratory testing, and analysis of samples and related data;
* Recommends and implements process changes based on laboratory data;
* Maintain documents and records, complete necessary paperwork, and data entry;
* Investigate and resolve customer complaints in an efficient manner;
* Performs building and landscape maintenance, as required.

**SUPERVISION RECEIVED**

Under direct supervision, where clear, detailed and specific instructions govern the work or are explained with each assignment. The employee works as instructed and consults with the Superintendent and Chief Operator as needed on all matters not specifically covered in the guidelines or instructions.

**JUDGMENT AND COMPLEXITY**

The work is well defined or has detailed rules, instructions and procedures. Judgment involves choosing the appropriate practices, procedures, regulations or guidelines to apply in each case.

**NATURE AND PURPOSE OF CONTACTS**

Relationships are primarily with co-workers incidental to the purpose of the work involving giving and receiving factual information about the work. Ordinary courtesy and tact are required. Contacts with the public may be required on an occasional basis.

**EDUCATION AND EXPERIENCE**

High School diploma, equivalent, or an apprentice level in the treatment of wastewater and at least one year of related experience; or any equivalent combination of education, training, certification, and experience. Massachusetts Class D driver’s license required.

**KNOWLEDGE, ABILITY, AND SKILLS**

Knowledge: Knowledge of principles and practices of wastewater treatment, operation, maintenance and repair. Knowledge of municipal wastewater treatment facilities, systems, and equipment. Knowledge of occupational hazards and safety practices relative to wastewater treatment. Knowledge of wastewater treatment records, reports, and documentation. Knowledge of basic computer systems and software related to plant and collection systems operations.

Abilities: Ability to establish and maintain effective working relationships with those contacted in the course of work.

Skills: Skilled in analyzing technical data and troubleshooting problems. Skilled in detecting mechanical and operational problems.

**WORK ENVIRONMENT**

The nature of duties may involve continuous presence of unpleasant or irritating elements, such as considerable noise, odors, chemical fumes, dust, smoke, heat, cold, oil, dirt or grease. Work may be continually performed outdoors, regardless of weather conditions. May be required to be on call for 24 hours or being under prolonged pressure during emergency situations.

**PHYSICAL, MOTOR, AND VISUAL SKILLS**

**Physical Skills**

Work requires moderate intermittent physical strength and effort daily, such as, lifting heavy objects, carrying the object(s) and stacking them or placing them in a vehicle or storage area. In addition, pulling, pushing, standing or walking for the full work day may also be involved. A great deal of physical effort must be exerted at this level.

**Motor Skills**

Duties involve assignments requiring application of hand and eye coordination with finger dexterity and motor coordination.

**Visual Skills**

Visual demands require routinely reading documents for general understanding and analytical purposes.