



Integrity • Respect • Teamwork • Pride • Innovation • Diversity

222 GRAND VALLEY WAY • PARACHUTE, CO 81635 • (970) 285-7630

JOB DESCRIPTION

Job Title: Water/Wastewater Technician Seasonal
Department: Public Works
Reports to: Public Works Operation Manager
FLSA Status: Non-exempt
Wage Range: P3 | \$16.10 - \$19.00
Benefits: Sick leave per CHFWA
Status: Seasonal

Summary:

This position assists the Public Works department and helps provide seasonal maintenance work on the Town's utility systems, including water / wastewater, collection and distribution services in town. Duties include, but are not limited to, exercising of valves, flushing hydrants, meter readings, grease trap inspection, cleaning, and maintenance of facilities.

Supervisory Responsibilities:

- None.

Essential Duties/ Responsibilities:

- Exercise valves.
- Hydrant flushing.
- Grease Trap Inspection
- Respond to customer requests and service work orders.
- Coordinate and provide meter reading information with utility billing.
- Cleaning and maintenance of facilities and grounds.
- Maintenance of irrigation water lines and sprinklers
- Assists Public Works with other projects as needed.
- Provides support for town events.
- Performs routine maintenance on power equipment.
- Performs minor repairs.
- Provide excellent internal and external customer service. Create a positive experience for patrons and staff through professional and courteous behavior and creative problem resolution.
- Practice safe work habits and contribute to the safety of self, co-workers and the general public.
- Support and respect diversity in the workplace.
- Performs other related duties as assigned.

Experience and Training:

- High school diploma or equivalent preferred.
- Previous experience preferred.
- On-the-job training offered.

Knowledge Skills and Abilities:

- Ability to follow instructions and complete assignments.
- Excellent time management skills.
- Plan, conduct and perform the full range of maintenance duties.
- Maintain accurate reports and records.
- Work tactfully and courteously with those contacted in the course of work.
- Basic safety practices and procedures.

Equipment Used:

- Standard office equipment including computer, printer, copier, telephone, two-way radio, cell phone. Mower, Edger, Trimmer, and other related hand tools.

Physical Requirements:

- Lifting: 50 pounds frequently 100 pounds occasionally
- Carry: 50 pounds frequently 100 pounds occasionally
- Push/Pull: 50 pounds frequently 100 pounds occasionally
- Balance: frequently
- Bend/Stoop: frequently
- Twist: frequently
- Squat/Crouch: frequently
- Kneel: frequently
- Crawl: occasionally
- Climb Stairs: frequently
- Climb Ladders: frequently
- Reach at shoulder level: frequently
- Reach below shoulder level: frequently
- Reach above shoulder level: frequently
- Standing/Walking: frequently
- Ability to traverse the facility quickly.
- Ability to perform the physical duties of the job.
- Must be able to make proper decisions quickly and work calmly in tense or chaotic situations.

Environmental Requirements:

Approximately 95% of this position's duties are performed in the external environment, with 5% performed in an internal environment. The incumbent is occasionally exposed to adverse weather, odors, dust, mists and gases, and toxic and caustic chemicals. The incumbent is frequently exposed to loud noises associated with heavy equipment in operation.

Requirements and or Licenses:

- Must have a valid driver's license and acceptable motor vehicle record.
- Ability to operate a motor vehicle.
- Ability to pass a background check that is acceptable to the Town of Parachute.
- Must pass a pre-employment drug screening and random drug screens thereafter.
- CDL preferred but not required.
- Clean professional appearance.
- Must be able to work weekends.
- Must be able to work varied shifts to accommodate town's needs.

- Must be 18 years or older.

For more information contact:

Teresa Beecraft tbeecraft@parachutecolorado.com



JOB TITLE: WATER/WASTEWATER TECHNICIAN SEASONAL WORKER

I have read the job description and can perform all the essential job functions.

Printed Name

Signature

Date