

MANCHESTER TOWNSHIP

Job Title: Sewer Crew member – Sewer Department
Department: Public Works
Classification: Full-time (Non-Exempt)
Reports to: Sewer Crew Lead

Job Summary:

This position works with the Sewer Crew Lead and other team members to ensure that the township sanitary sewer lines and pump stations are well maintained, and in compliance with all local, state, and federal regulations. The Sewer Crew team member may also assist with public works projects as needed.

Reporting Relationship:

This position reports to the Sewer Crew Lead with dotted line to Public Works Foreman and Highway Crew Lead on applicable projects.

Essential Tasks:

1. Completes sewer projects as directed by Sewer Crew Lead and Public Works Superintendent and Foreman in Sewer Crew Lead absence.
2. Accomplishes results by performing all sanitary sewer line and pump station maintenance such as performing preventative schedules, mechanical and electrical repairs, line monitoring, and meter readings as directed by Sewer Crew Lead.
3. Reviews and performs Pa One Calls as directed by Sewer Crew Lead and requirements of Pennsylvania 811 system.
4. Performs all manual duties required to complete other Public Works projects as assigned. May operate trucks, including those classified as commercial motor vehicles, and appurtenant equipment such as snowplows, spreaders, backhoe, front end loader grader, street sweeper, mowing tractor, and lawn mowers. May also operate hand and power tools and welding equipment.
5. Ensures proper operation of equipment by following safety procedures, maintaining equipment, completing scheduled preventive maintenance and minor repairs, and alerting supervisor to the needed repairs.
6. Maintains professional knowledge by attending educational workshops and reviewing publications as directed by Sewer Crew Lead.
7. Keeps Sewer Crew Lead informed by reviewing and discussing projects and informing of critical incidents.

Additional Tasks: Contributes to team effort by performing other assigned duties as needed. Maintains a cooperative relationship with the Manchester Township staff by communicating necessary information, responding to requests, building rapport; and participating in problem solving methods.

Job Qualifications

Essential knowledge, skills, abilities, and experience:

- High School Education or equivalent plus experience in sewer line and pump station maintenance.
- General knowledge of, and ability to use and operate, common construction and maintenance equipment.
- Basic mechanical and electrical knowledge.
- Demonstrated ability to take directions, work well with other team members, and possess strong interpersonal skills.
- Ability to work without close supervision as required.
- Willingness to do other public works tasks as assigned.
- Ability to establish and maintain effective working relationships with staff, officials, contractors, and the general public.
- Ability to understand and follow oral/written instructions and communicate orally and in writing.
- High degree of accuracy with attention to detail required.
- Ability to evaluate problems and solve issues as needed.
- Ability to perform manual labor for extended periods of time under adverse working conditions.
- Ability and understanding of basic computer programs and software.

Physical demands and Work Conditions:

- Ability to work long hours in peak times and work in outside temperatures and conditions.

Licenses, Certification or Registration:

- Possession of a valid Pennsylvania motor vehicle operator's license for the class of vehicles to be operated.
- CDL License helpful but will be required within probationary period or period designated by management.
- Wastewater certification is helpful but will be attained within a probationary period or period designated by management.

Disclaimer

The above statements are intended to describe the general nature and level of work being performed by a person assigned to this position. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required to perform the job.

Manchester Township provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, or genetics. In addition to federal law requirements, Manchester Township complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, and transfer, leaves of absence, compensation, and training.