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Inflow and Infiltration Crew Leader

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Job Type

Full-time

Description

DEFINITION

This is a skilled, full time non-exempt position under the direct supervision of the Sewer Collection Superintendent. He or she is responsible for the location, installation, maintenance, calibration, collection and interpretation of data from sanitary sewer flow monitors, rain gauges, pressure recorders and other related equipment. He creates detailed charts and graphs to facilitate presentations of existing conditions and corrective needs within the City's sewer collection infrastructure. Inspects and coordinates inflow and infiltration related work performed by contractors and consultants. He or she will also supervise a crew of team members dedicated to performing these tasks.

EQUIPMENT/JOB LOCATION

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer, and to work in the field including traversing uneven terrain, to operate a motor vehicle, and tools and equipment, and to visit various City sites; vision to inspect assigned facilities, to read printed materials and a computer screen; hearing and speech to communicate in person, before groups, and over the telephone. The job involves fieldwork requiring frequent walking in order to conduct inspections. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator, to operate standard office equipment, conduct tests, and to operate tools and equipment. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 75 pounds, or heavier weights with the use of proper equipment. Employees work in both the office and in the field and are exposed to loud noise levels, cold and hot temperatures, road hazards, mechanical electrical hazards, and hazardous physical substances and fumes.

ESSENTIAL FUNCTIONS OF THE JOB

The duties listed below are intended only as illustrations of the various types 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, repeated or a logical assignment to this class.

- Monitors the City's sanitary sewer flows for the abatement of inflow and infiltration in order to reduce the amount of wastewater to be treated.
- Determines data collection needs and location of flow monitoring equipment and rain gauges.
- Coordinates with property owners for placement of rain gauges.
- Collects, interprets and maintains recorded data from flow monitors, rain gauges and pressure recorders.
- Repairs, calibrates and maintains electronic flow monitors and related equipment.
- Assembles flow charts and graphs for presentation of I & I abatement and sanitary sewer system improvement needs.
- Accompanies and assists Contractors, Consultants and field crews in the study of the City's sewer infrastructure.
- Inspects aerial sanitary sewer crossings on a regular basis and within appropriate time after a rain.
- Inspects work of contractors and consultants in relation to inflow and infiltration studies (smoke testing, videotaping of mains, confined space entry, etc.).
- Responds to questions from the public and City staff.
- Attends various meetings, workshops, and training sessions as required.
- Performs dye tests and works with property owners to correct illegal connections to the City's sanitary sewer system.
- Coordinates with field crews in the corrective actions necessary to maintain a tight sanitary sewer system.
- Supervises and directs a crew in tasks associated with inflow and infiltration.
- Performs tasks while wearing personal protective equipment, such as safety shoes, gloves, goggles, respirator and/or self-contained breathing apparatus.
- Establishes and maintains effective working relationships with supervisor, co-workers and the public.

ADDITIONAL EXAMPLES OF WORK PERFORMED

Performs routine equipment repairs needed.

Assists with other sewer collection and public works tasks as needed.

Performs other duties as assigned.

Requirements

REQUIRED KNOWLEDGE AND ABILITIES

Knowledge of the maintenance and repair of machinery and related mechanical equipment;

Knowledge of sewer infrastructure including mains, service laterals, manholes, clean-outs and related appurtenances.

Knowledge of policies and practices related to the management and supervision of employees.

Ability to read meters, gauges and charts and maintain routine records;

Ability to use computers and associated programs such as Arcmap (GIS), Excel, Word, Outlook.

Ability to diagnose equipment problems and to determine proper remedial action;

Ability to understand and follow oral and written instructions;

Ability to establish and maintain an effective working relationship with other employees;

Ability to read, interpret and explain water meters, sewer studies and data recorded by flow monitors and rain gauges.

Ability to operate and maintain flow monitors, pressure recorders and related equipment.

QUALIFICATIONS

High School Diploma or equivalency required.

TNDL required.

2 or more years of supervisor experience required.

Sewer Collection licensure required.

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

The City of Spring Hill is an Equal Opportunity Employer. We do not discriminate on the basis of race, color, religion, sex, national origin, age, disability, genetic information, or any other characteristic protected by law. If you need assistance or accommodation due to a disability, please email Chris Clausi, HR Director at cclausi@springhilltn.org.

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