



## Job Description

### Utility Worker-Wastewater

Pay Grade: 04

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**Employment Status:** Full-Time

**FLSA Status:** Non-Exempt

**Experience Required:**

**Minimum Education Requirements:** High School Diploma or G.E.D.

**Direct Supervisor:** Assistant Water Quality Superintendent, Wastewater Dept.

**Supervisory Responsibility:** No

**Primary Work Location:** Outdoors within the City of Nixa jurisdiction.

**Certification:** Possess valid State of Missouri Class "B" Commercial driver's license with air brakes and tanker or must be obtained within 120 days of employment.

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**Job Summary:** Performs a variety of general cleaning, maintenance, operation, construction, and repair tasks for the City water, wastewater, street, or storm drainage facilities.

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### Essential Job Functions

An employee in this position may be called upon to do any or all of the following essential duties:

- Participates in wastewater treatment and collections system, construction and maintenance of assigned department.
- Assists other City workers in general activities or grounds maintenance.
- Operates automotive and motorized equipment, which may include but not limited to air compressor, backhoe, dump truck, pickup truck, lawnmower, end loader, fork lift, snowplows, and water truck; utilizes a variety of power and hand tools.
- Effectively perform as a member of a team in carrying out the City's organizational development plan philosophy.
- Perform other tasks and duties assigned by supervision.

### Essential Functions, Qualifications, Knowledge, Skills, and Abilities (KSA's) for Employment

An employee in this class must have the following knowledge, skills, and abilities upon application:

#### Knowledge

- Methods, equipment, and materials for water, wastewater treatment and collection system, maintenance, cleaning, repair and construction.
- Occupational hazards and safe working practices.

#### Skills

- Water and wastewater collection and treatment systems construction, maintenance, installation and repair.
- Good oral and written communications.
- Establishing and maintaining effective working relationships with other staff, and members of the public.
- Operating a variety of automotive, motorized, and hand-held equipment.



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**Abilities**

- Stooping, climbing, bending; pushing and pulling 100 pounds, and lifting 60 pounds.
- Exposed to extreme weather conditions, dust, and/or pollen.
- Mentally analyze a situation, solve problems, and make decisions under pressure in area of responsibility.

\*\*This position description is a general guideline for work behavior and is not intended to be a comprehensive listing of all job duties. Therefore, it is also not, nor can it be implied to be, a contract of employment. The contents of this position description may be changed without notice, and employment may be terminated by either party, at will.

**Signatures / Date**

Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this job.

*Check the appropriate box, fill in the needed accommodations, if required, then sign and date.*

- I have read and understand this job description and acknowledge that I am able to complete the essential functions of my job without accommodations.
- I have read and understand this job description and I would require the following reasonable accommodations to fulfill the essential functions of this job:

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\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Human Resources

\_\_\_\_\_  
Date