

## **ENGINEERING OPERATIONS MAINTENANCE WORKER**

### CLASS DESCRIPTION

#### General Responsibilities:

This is technical and semi-skilled work involving the monitoring of landfill gas and leachate levels, leachate pumping and removal; and the maintenance and operation of all related equipment including pumps, blowers and generators. The work involves performing sampling, setting up and modifying equipment, serving as a leadworker to other assigned staff, and functioning independently under the general direction of an Engineer or Public Works General Foreperson. Positions in this class may also perform other assignments based on the needs of the Division. Employees may be required to respond to emergency situations all hours of the day, seven days a week.

#### Examples of Duties and Responsibilities:

Perform general maintenance and monitoring of the City's underground gas (methane) pipe extraction system, underground condensate pipe system and leachate pumps. Maintain and troubleshoot blowers, pumps, motors, valves, compressors, probes and buildings. Repair, replace, and install pipes and extensions to underground gas and condensate pipes. Maintain gas compressors, leachate pumps and emergency/back-up generators.

Perform daily gas monitoring according to pre-established schedules. Record data. Report high readings to supervisor and/or to Special Projects staff according to pre-established standards and procedures. Adjust gas valves and record new settings. Maintain probe locations and height of probes to be above ground level water. Use required computer software to download readings, add or delete comments, and update instrument configurations.

Perform landfill leachate/condensate sampling on a scheduled basis to monitor leachate/condensate levels. Operate a gas-powered air compressor, string hoses and lines for pumping, set discharge and pressure times on air-lift pumps, and take necessary samples and measurements. Take samples according to standard procedures. Read water level before and after pumping and before leaving site to determine leachate recharge levels. Record all leachate levels. Pump leachate into temporary holding tank and dispose of material in sanitary sewer.

Set up and modify equipment. Assist with the testing and evaluation of new equipment. Make recommendations relative to safety procedures. Do field modifications, repair and maintenance of all related equipment.

Train others in safe and proper procedures for working with hazardous materials. Lead other staff as assigned. Use personal protective equipment as necessary.

Respond to landfill and other Division emergencies. Determine source of problem, confer with supervisor, and take agreed-upon corrective action. Monitor situation until resolved and

relieved from duty by supervisor. Perform monthly tests and start mobile generators for pumps and blowers when necessary as an emergency response to electrical shortages.

Assist the Maintenance Mechanic in the semi-skilled and skilled repair and maintenance of buildings and equipment as directed. Perform snow and ice removal. Perform routine grounds maintenance.

Perform related work as required.

## QUALIFICATIONS

### Knowledge, Skills and Abilities:

Working knowledge of the methods, practices, tools and materials used in the general maintenance and repair of mechanical equipment and field buildings. Knowledge of safety procedures relating to the handling of hazardous materials and other occupational hazards. Knowledge of gas and/or water sampling procedures. Ability to follow oral and written instructions and established procedures. Ability to adhere to established monitoring schedules and maintain sample integrity. Ability to perform manual tasks involving physical strength, confined entry and endurance and to withstand exposure to variable weather conditions. Ability to operate pumping equipment, take samples, and accurately read gas monitoring equipment. Ability to keep accurate records and collect necessary data using specialized instruments and computers. Ability to maintain and repair mechanical equipment and field buildings. Ability to lead other staff and train them in appropriate safety and operating procedures. Ability to work in adverse weather conditions. Ability to lift and move equipment. Ability to recognize hazardous conditions and respond appropriately. Ability to establish and maintain effective working relationships. Ability to work effectively alone and as part of a team. Ability to maintain adequate attendance.

### Training and Experience:

Generally, positions in this classification will require:

Three years of experience performing gas/water sampling, monitoring and/or semi-skilled mechanical or facility maintenance and repair functions including at least one year of experience involving such equipment as pumps, motors and compressors. Such experience would normally be gained after graduation from high school or equivalent including and/or supplemented by one or more courses involving laboratory work. Other combinations of training and/or experience which can be demonstrated to result in the possession of the knowledge, skills and abilities necessary to perform the duties of these positions will also be considered.

Specific training and experience requirements will be established at the time of recruitment.

### Necessary Special Qualifications:

Possession of a valid Class B Wisconsin Commercial Driver's License. The successful candidate must have passed the written portion of the relevant Department of Transportation testing process before starting employment. A condition of continued employment is passage

of the skills portion of the test and obtaining the required operator's license within a specified timeframe.

Specific endorsement requirements, such as the N endorsement, will be determined on a position by position basis.

Certification in First Aid/CPR or the ability to obtain the certification within the probation/trial period. Failure to obtain this certification within the probation/trial period will result in the employee not passing probation/trial period, absent extenuating circumstances.

Physical Requirements:

Employees in this position must be able to lift/carry objects weighing up to 50 pounds frequently and must be capable of lifting 100 pounds maximum weight. In addition, they must be able to frequently bend, twist, squat, climb and reach for extended periods of time. This position requires a high percentage of work outdoors in all types of weather. Employees in this position will be expected to perform work in confined spaces, underground, in limited light conditions. Employees may be required to respond to emergency situations all hours of the day, seven days a week.

<b>Department/Division</b>	<b>Comp. Group</b>	<b>Range</b>
Engineering Division	15	07

Approved: \_\_\_\_\_  
Brad Wirtz  
Human Resources Director

Date