



City of Bellevue
115 E Pine Street
Box 825
PO Bellevue, ID 83313
208-788-2128 Fax 208-788-2092
www.bellevueidaho.us

Job title: Wastewater Treatment Operations Specialist I

Department: Public Works

Classification: Full-time

FLSA status: Non-exempt

Starting pay range: Depends on Experience

POSITION SUMMARY

The City of Bellevue, Idaho, is seeking a dedicated individual who thrives on challenges and enjoys working outdoors to join our City Assets Department. The City Assets Department is vital to the maintenance and upkeep of our city streets, equipment, facilities, parks, and pathways. The City seeks a person with a strong mechanical aptitude along with the ability and willingness to learn quickly. This is a full-time, non-exempt position (eligible for overtime pay). This person works under the direction of the City Assets Manager.

DUTIES AND RESPONSIBILITIES:

General:

- Strong communication skills.
- Ability to operate a variety of heavy equipment.
- Valid Class A CDL with tanker endorsement for waste sludge hauling, or ability to obtain within six months.
- Ability to lift a minimum of 50 pounds.
- Must live within 30 minutes of the city to be available for on-call emergency response for wastewater, water, and snow removal operations.
- Assist with snow removal from City streets.
- Assist with street maintenance and repairs as needed.

Wastewater Treatment and Collections:

- Perform wastewater operations, including collection system maintenance, pump maintenance, data acquisition, mechanical equipment maintenance, cleaning, and other tasks associated with wastewater treatment and collections.
- Work under the direction of the licensed treatment and collections operator.
- Ability to work responsibly and independently with limited direct supervision.
- Organizational skills related to data collection and maintenance scheduling.
- Maintain grounds and buildings at the wastewater treatment facility.

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

- Wastewater Treatment I/II certification preferred, or ability to obtain state licensing within two years.
- Wastewater Collections I/II certification preferred, or ability to obtain state licensing within two years.

OTHER SKILLS:

- Possess effective communication skills to present information and interact with employees, managers, elected officials and the general public.
- The ability to maintain cooperative and supportive working relationships with co-workers, staff and management.
- Ability to perform basic math skills (addition, subtraction, multiplication and division using whole numbers, common fractions and decimals).
- Ability to solve practical problems and deal with a variety of situations.
- Ability to interpret a variety of instructions (verbal and written).

PHYSICAL DEMANDS: The physical demands below are representative of those that are necessary to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Regularly required to use hands to finger, handle, or feel objects, tools, communication devices, or controls.
- Reach with hands and arms and talk or hear.
- Frequently required to stand, walk, sit, climb or balance.
- Regularly lift and/or move up to 75 pounds.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT: The work environment described below is representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Works near moving mechanical parts and in outdoor weather conditions year-round and may be exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, and vibration.
- Works in an environment with loud noise levels.

BENEFITS:

- Fully paid medical, vision, and dental insurance coverage for employees.
- Voluntary supplemental accident insurance.
- Paid Vacation Time.
- Paid City Holidays.
- Paid air ambulance insurance for employees and their family members.
- Membership in the Public Employee Retirement System of Idaho (PERSI).

EQUAL OPPORTUNITY EMPLOYER:

The City of Bellevue is an equal opportunity employer committed to diversity and inclusion in the workplace. We welcome applications from all qualified individuals, regardless of race, ethnicity, gender, sexual orientation, age, disability, or any other legally protected characteristic.

TO APPLY:

- Complete a City of Bellevue Employment Application available online at www.bellevueidaho.us or in person at Bellevue City Hall, 115 E Pine Street, Bellevue, Idaho.
- Attach your resume to the application and submit either in person at Bellevue City Hall or via email to the Public Works Director, Chris Johnson cjohnson@bellevueidaho.us.

Deadline to Apply: Open until filled. Applications will be reviewed as they are received. The position may be filled at any point in the recruitment process.