

**Franklin County Board of Commissioners
Classification Specification & Job Description**

<u>CLASSIFICATION TITLE:</u> Plant Attendant	<u>CLASS NUMBER:</u> 50004	<u>FLSA:</u> Non-Exempt
<u>AGENCY/DIVISION:</u> Sanitary Engineering	<u>JOB TYPE:</u> Full Time, Classified	<u>PROBATION PERIOD:</u> 180
<u>BARGAINING UNIT:</u> Non-Bargaining	<u>PAY GRADE:</u> N8	<u>POSITION CONTROL #:</u> Varies
<u>POSITION LOCATION:</u> 280 E. Broad St., 2nd FL., Columbus, OH 43215	<u>TYPICAL WORK SCHEDULE:</u> Monday – Friday 8:00 AM – 5:00 PM	<u>SUPERVISOR (PCN):</u> Utility Service Supervisor (090008)
<u>JOB TITLE (PCN) OF THOSE DIRECTLY SUPERVISED:</u>		

CLASSIFICATION PURPOSE:

The primary purpose of the Plant Attendant classification is to perform plant operations as assigned.

JOB DUTIES:

Conduct day-to-day operation of various water and wastewater treatment facilities. Perform routine maintenance and repairs of those plants and report the need for major repairs to management. Maintain a constant watch for irregularities in performance of plants and facilities pursuant to EPA requirements. Keep records of preventative maintenance schedules. Responsible for the upkeep of grounds surrounding plant including lawn mowing and rubbish removal. Operate and transport dump truck, backhoe, Jet/vac, sludge tanker or other equipment needed for facilities repair or improvements. Maintain regular and predictable attendance.

These duties are illustrative only and you may perform some or all of these duties or other job-related duties as assigned.

MAJOR WORKER CHARACTERISTICS:

Knowledge of safety practices; agency policy and procedures. Skills in skilled trade; equipment operation. Ability to deal with problems involving several variables in familiar context; cooperate with coworkers on group projects; demonstrate physical fitness; demonstrate agility.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:

Any equivalent combination of relevant training and experience including but not limited to: High School diploma or GED with two (2) years of utility service experience.

Additional Requirements

No additional license or certification is required. Required to maintain a valid Ohio driver's license.

Supervisory Responsibilities

None required.

UNUSUAL WORKING CONDITIONS:

May be required to wear personal protective equipment (PPE) to perform duties.

Acknowledgement of Receipt:

I acknowledge that I have received a copy of my position description and can perform the essential functions of the job duties as described in the position description.

Employee Name

Employee Signature

Date