



## Employment Opportunity

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8802 27th Ave NE, Quil Ceda Village, WA 98271  
Office: 360-716-5000 ▪ [www.QuilCedaVillage.org](http://www.QuilCedaVillage.org)

Quil Ceda Village  
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**JOB TITLE: Water/Wastewater Treatment Plant Laborer**

**JOB NUMBER 2018-019**

**DEPARTMENT: QCV Utilities**

**JOB DESCRIPTION:** Assist with a variety of duties related to the operation, maintenance and repair of Quil Ceda Village water and wastewater systems, facilities and related equipment. Assist with water and wastewater quality and other testing for regulatory compliance; assist with inspecting and repairing system and performing preventative maintenance on plant processing equipment; operate a variety of power-driven and heavy equipment to perform assigned duties.

**JOB OPEN:** 08/31/2018

**JOB CLOSE:** Open Until Filled.

**TO APPLY:** Download and complete the application form located on the Quil Ceda Village website: <http://quilcedavillage.org/Employment>. Completed applications may be delivered, mailed, faxed or e-mailed to the HR department. For more information or questions, please visit: <http://quilcedavillage.org/Employment> or call Quil Ceda Village HR at 360-716-5016.

*NOTE: The Tulalip Tribes publicly announces that Indian Preference in hiring applies to Tulalip job opportunities.*

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**EMPLOYEE CLASSIFICATION:** Non-Exempt

**EMPLOYEE REPORTS TO:** Utilities Supervisor

**EMPLOYEE SUPERVISES:** Non-Supervisory position

**EDUCATION:**

- High School Diploma or GED equivalent preferred

**SKILLS:**

- Standard tools, equipment, materials, methods and techniques used in general construction, maintenance and repair.
  - Appropriate safety precautions and procedures.
  - Operation of hand and power tools and equipment.
  - Proper lifting techniques.
  - Basic record keeping techniques.
  - Assist with variety of activities involved in the installation, maintenance and repair of municipal water and sewer systems, lines and equipment.
  - Learn to operate a variety of heavy and light equipment including backhoes, loaders and various hand and power tools.
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- Learn practices, procedures, methods and materials involved in the installation, cleaning maintenance and repair of water and sewer system, valves, pipes fittings, fire hydrants, and related infrastructure.
- Observe health and safety regulations.
- Perform heavy physical labor (Test required).
- Understand and follow oral and written instructions.
- Observe legal and defensive driving practices.
- Work cooperatively with others.
- Prepare and compile routine records related to work performed.

#### EXPERIENCE:

- Minimum of one (1) year general maintenance experience

#### OTHER REQUIREMENTS:

- Must have and maintain a valid state driver's license
- Must provide a copy of driver's license and drivers abstract prior to interview
- Must have no misuse or abuse of alcohol or other mind altering chemicals for a period of one (1) year prior to employment or while employed.
- Must have no personnel action with last six (6) months.
- Must have a successful employment history with the Tulalip Tribes and other employers.

#### PHYSICAL CHARACTERISTICS AND/OR PREREQUISITES:

- Dexterity of hands and fingers to operate a variety of equipment.
- Sitting and standing for extended periods of time.
- Lifting, carrying, pushing or pulling heavy objects as assigned by the position.
- Bending at the waist, stooping, kneeling or crouching.
- Reaching overhead, above the shoulders and horizontally.
- Seeing to operate equipment and read a variety of materials.
- Hearing and speaking to exchange information.
- Climbing ladders.
- Heavy physical labor.

#### SPECIFIC JOB PERFORMED:

- Assist a variety of duties related to the operation, maintenance and repair of Quil Ceda Village water and wastewater systems, facilities and related equipment.
- Inspect water and wastewater equipment and systems including valves, blowers, mixers, pumps, motors, tanks and gauges; diagnose and assist with the repair of mechanical and electrical malfunctions; replace system components as needed; wash tanks of sewer pipe galleries.
- Assist with inspecting and cleaning water and sewer lines; flush and remove obstructions from sewer lines; repair or replace valves, control devices, pipes, fittings and various other fixtures, parts and equipment; assist with installing, maintaining and repairing fire hydrants and manholes as required.

- Respond to water and sewer emergencies as needed; participate in clean-up activities after major storms.
- Prepare and compile various records related to sewer and water systems, chemicals, cleaning, maintenance, fire hydrants, meter readings, inventory and assigned activities.
- Assist with the application of chlorine and other water treatment related chemicals to adjust water quality as required; monitor and record meter readings of water consumption levels.
- Maintain facilities in a clean and sanitary condition; pressure wash and steam clean equipment.
- Read residential and commercial water meters and record volume used for billing purposes as assigned; inspect meters and connections and perform repairs and replacements as needed.
- Maintain various records related to water testing and system monitoring.
- Perform related duties as assigned.

**BASE WAGE:** USD \$18.42

**TERMS OF EMPLOYMENT:** This is a regular Full-Time position requiring at least 40 hours per week or 2080 hours per year. Increase in pay is subject to budgetary restriction, following successful completion of applicable probationary period.

**Disclaimer:** The information provided in this description has been designed to indicate the general nature and level of work performed by incumbents within this job. It is not designed to be interpreted as a comprehensive inventory of all duties, responsibilities, qualifications and working conditions required of employees assigned to this job. Management has sole discretion to add or modify duties of the job and to designate other functions as essential at any time. This job description is not an employment agreement or contract.