



CITY OF BREMERTON  
invites applications for the position of:

## Laborer - WWTP

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<b>SALARY:</b>	\$21.02 - \$24.62 Hourly
<b>OPENING DATE:</b>	04/12/21
<b>CLOSING DATE:</b>	04/28/21 05:00 PM
<b>GENERAL FUNCTION:</b>	

Under close supervision, performs manual work and operates hand tools and small equipment to maintain wastewater facility property and equipment.

### REPRESENTATIVE ESSENTIAL DUTIES AND RESPONSIBILITIES:

**(Note – This list is intended only to illustrate the various types of work that may be performed. The omission of specific statements does not exclude them from the position.)**

- Assists employees of higher classification in manual tasks at work sites such as removing dirt and debris or performing tasks in support of construction projects or activities.
- Assists with weekly lift station checks.
- Under close supervision and training, may operate trucks and light equipment to assist at the worksite.
- Assists in controlling traffic at worksites by setting up warning signs and flagging traffic through work areas.
- Assists with inventory control, vehicle tool inventory, grounds maintenance, clean and wash equipment.
- Performs meter, MXU and meter box maintenance and installations.
- Assists in construction, repair, installation and maintenance of lift station and odor control stations and treatment plant equipment (both WWTP and ESTP.).
- Assists in construction, repair, installation and maintenance of the utilities for wastewater systems.
- Performs support duties during confined space entries and emergent repairs.
- Performs lift station and odor control station checks including wet wells, dry wells, checking chemical levels, and ensuring systems are running properly.
- Coordinates hazardous chemical transfers and mixes chemicals as necessary for process operations.
- Performs support duties during confined space entries and emergent repairs.
- Purchases tools and materials as needed.
- Performs janitorial duties at the WWTP, ESTP, lift stations, and odor control stations.

#### **Other Duties:**

- Regular attendance is an essential requirement
- Performs related work as assigned or required

## **DISTINGUISHING FEATURES**

Positions in the Laborer classification are distinguished by the performance of manual work under direct supervision and with on-going training in equipment and vehicle operation.

## **QUALIFYING EDUCATION AND EXPERIENCE (MINIMUM REQUIREMENTS):**

Any combination of education and experience equivalent to a High School diploma or G.E.D. Valid Washington State driver's license is required. Must be eighteen (18) or older at the time of hire.

### **SPECIAL REQUIREMENTS (May be required depending on assignment)**

- Traffic Control (Flagging) and confined space entry Certifications.
- Must be able to obtain a Washington State CPR/First Aid Certificate within 12 months of hire.
- A Washington State Wastewater Treatment Plant Group I license is desired.

### **Knowledge of:**

- City policies, procedures, and guidelines.

### **Ability to:**

- Communicate effectively both in writing and verbally.
- Perform heavy manual labor under severely dirty and uncomfortable conditions.
- Follow all safety practices and procedures.
- Learn the use of hand tools and other equipment in use at the facility you are assigned to.
- Safely use and maintain hand tools, power tools, construction and maintenance equipment
- Get along with others and be an effective team member.

## **EXAMINATION PROCESS:**

Applicants can apply on-line at <http://www.BremertonWA.gov/169/Current-Jobs>, or application packets may be obtained from the Human Resources Department, Cobweb, or by calling (360) 473-5348.

**Required Application Materials:** City application and personal résumé are required. Incomplete application packets will not be considered. Required application materials must be returned to the Human Resources Office by 5:00 p.m. on the closing date. The City of Bremerton is NOT responsible for errors of any kind with faxed or e-mailed application packets. Original signature is required on paper application forms. It is the responsibility of the applicant to carefully list all pertinent experience and training.

**Appraisal of Experience and Education/Training:** At this initial review, application packets may be evaluated entirely on the basis of information you provided in the completed City application form. Applicants should include all relevant information on the City application. Applicant's education, training, and experience will be assessed. The passing score is 70%. The top qualifying candidates will be invited to participate further in the examination process. Meeting or exceeding qualifications does not guarantee the applicant will be invited to participate in the oral examination process.

**Oral Examination:** A panel will evaluate the applicant's training, experience, and ability to perform the job.

Placement on the eligibility list is determined by weighted examination scores as follows:

Appraisal of application packet regarding Experience and Education/Training -  
Passing Score 70% - Weight 40%

Oral Examination - Passing Score 70% - Weight 60%

Applicants must achieve a score of 70% or better on each portion of the exam in order to be placed on the hiring list.

**NOTE TO APPLICANTS WITH DISABILITIES:** Applicants with disabilities who will need special accommodation for examination must advise Human Resources no later than one (1) week prior to the scheduled examination so that appropriate arrangements can be made. (360) 473-5348.

## **LEGAL and REGULATORY EMPLOYMENT CONDITIONS**

**Fair Labor Standards Act:** The classification is non-exempt under the laws of Fair Labor Standards Act minimum wage and overtime provisions.

**Representation:** The classification is included in the bargaining unit pursuant to the Recognition Article of the current labor agreement between the City of Bremerton and the Teamsters Local 589.

**Civil Service:** The classification is excluded from the City's Civil Service System.

**Appointment and Removal Authority:** The position is filled by appointment by the Department Head. Removal is by action of the Department Head in conformance with Human Resources Policies.

This classification specification does not constitute an employment agreement between the City and employee. It is subject to change by the City, with the approval of Human Resources, as the needs of the City and requirements change.

### **Equal Employment Opportunity Statement**

It is the policy of the City of Bremerton to offer equal employment opportunity to all individuals. The City of Bremerton will administer all actions with respect to employment practices in compliance with federal, state and local laws, and will not discriminate in any employment practice on the basis of age (40+), sex, race, creed, color, national origin, sexual orientation/gender identity, marital status, military status, or the presence of any physical, mental or sensory disability.

### **ADA Statement**

The City of Bremerton does not discriminate on the basis of disability in programs and activities, which it operates pursuant to the requirements of the Americans with Disabilities Act of 1990, and ADA Amendments Act. This policy extends to both employment and admission to participation in the programs, services and activities of the City of Bremerton. Reasonable accommodation for employees or applicants for employment will be provided.

**The City of Bremerton is proud to be an Equal Employment Opportunity Employer committed to a diverse workforce.**

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Bremerton, WA 98337  
360-473-5846

[humanresources@ci.bremerton.wa.us](mailto:humanresources@ci.bremerton.wa.us)

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