

G.V.R.D.

TITLE: Trucked Liquid Waste/First Aid Attendant

POSITION DESCRIPTION NO.: 404 DATE: November 18, 1994

PURPOSE OF POSITION

Under the general direction of the Supervisor of Operations this position operates and maintains the Trucked Liquid Waste Facility at Wastewater Treatment Plants.

DUTIES

(The duties described hereunder are intended to be representative of the position and are not to be considered all inclusive.)

Oversees all Tank Truck discharges at various locations and ensures that all carriers perform safe work practices and obey regulations while at the plant.

Identifies and verifies the origin and type of domestic or commercial liquid waste in accordance with sewer use by-laws prior to allowing carriers to discharge at the facility.

Takes samples and performs simple tests to ensure waste meets requirement for discharge as authorized by Source Control. Notifies Supervisor and Source Control in the event that waste does not meet requirements.

Contacts waste generators at random to confirm pickup of waste by a carrier.

Determines rates based on a fee schedule and prepares bills for carriers accordingly. Prepares summary sheets for billing and Source Control records.

Operates facility to ensure efficient operation of tanks. Flushes tanks, performs maintenance and arranges for tank cleaning as required. Performs routine maintenance of pumps and drains. Maintains facility and office in a clean and safe condition through proper housekeeping. Performs other related maintenance tasks.

Assist other plant personnel working in the vicinity of the facility.

Acts as the designated first aid attendant, responds to first aid emergencies and provides first aid services. Maintains first aid records, supplies and first aid room.

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REQUIREMENTS: (Minimum to fill position)

Grade 12 or equivalent.

Valid B.C. Driver's Licence.

Current Occupational First Aid Level II certificate.

Ability to update, check, and maintain a variety of records, files and logs. Knowledge and experience with computer applications.

Experience with operation of valves and pumping equipment.

Must be able to work with limited supervision and be able to deal with the public in a courteous and effective manner.

May be required to work on weekends.