

# TOWN OF DUNDEE

DEPARTMENT OF HUMAN RESOURCES  
**Position Identification Card**

<b>POSITION TITLE:</b>	<b>LIFT STATION TECHNICIAN</b>
<b>DEPARTMENT:</b>	<b>Public Utilities</b>
<b>SALARY RANGE:</b>	<b>TBD</b>
<b>HOURS PER WEEK:</b>	<b>Regular, Fulltime, Non-Exempt</b>

---

## **JOB SUMMARY**

The Lift Station Technician is responsible for maintaining, repairing, and operating wastewater pump stations to ensure reliable and efficient system performance. This role is critical in preventing sewage spills and protecting public health and the environment.

## **ESSENTIAL DUTIES**

- Perform routine and preventative maintenance on wastewater lift stations, including pumps, motors, and control panels
- Diagnose and troubleshoot electrical and mechanical issues to ensure proper system functionality
- Operate and monitor lift station equipment to maintain continuous wastewater flow
- Monitor and respond to alarms and system conditions using SCADA systems
- Conduct inspections and testing to identify potential failures before they occur
- Respond promptly to emergency callouts, including system failures and sewage backups
- Maintain accurate maintenance and service records
- Ensure compliance with safety procedures and regulatory requirements

## **MINIMUM QUALIFICATIONS**

### **EDUCATION**

- Knowledge of wastewater systems, pumps, motors, and control systems
- Basic understanding of electrical and mechanical troubleshooting
- Experience with SCADA systems preferred
- Ability to work independently and respond effectively in emergency situations
- Valid driver's license (as required)

## **KNOWLEDGE, SKILLS & ABILITIES**

- Principles of wastewater collection and lift station operations
- Operation and maintenance of pumps, motors, valves, and control panels
- Basic electrical systems, including wiring, motor controls, and troubleshooting techniques
- Mechanical systems and equipment repair methods
- SCADA systems and remote monitoring technology
- Safety practices, including confined space entry, lockout/tagout, and hazard recognition
- Applicable environmental regulations and procedures related to wastewater systems

- Troubleshooting and diagnosing electrical and mechanical equipment issues
- Performing preventative maintenance and repairs on lift station components
- Operating and monitoring SCADA systems and responding to alarms
- Interpreting technical manuals, schematics, and diagrams
- Time management and prioritization, especially during emergency situations
- Clear communication and accurate recordkeeping
- Ability to work independently and make sound decisions under pressure
- Physical ability to perform fieldwork in varying and adverse conditions

#### **OTHER REQUIREMENTS BENEFITS**

Paid time off (vacation, sick, personal, holiday) 104a Retirement Program with Employer match, 100% employer paid health, dental and vision.

#### **SPECIAL REQUIREMENT**

This position may be required to report for work when a declaration of emergency has been declared.

#### **WORKING CONDITIONS AND PHYSICAL ABILITIES**

- Availability for on-call duty, including nights, weekends, and holidays
- Work performed in varying weather conditions, including adverse environments
- Exposure to confined spaces, wastewater, and mechanical/electrical systems. The above is not to be construed as an exhaustive statement of duties, responsibilities, or requirements.

The Town of Dundee is an equal opportunity employer committed to an alcohol / drug free workplace and to providing equal opportunities regardless of age, race, color, gender, religion, national origin, marital status, veteran status, disability, or any other legally protected status.

---