



# Terrebonne Parish Consolidated Government

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## JOB DESCRIPTION

<b>POSITION TITLE.....:</b>	Pump Attendant
<b>DEPARTMENT.....:</b>	Public Works
<b>DIVISION.....:</b>	Forced Drainage
<b>CLASSIFICATION/GRADE.....:</b>	Pump Attendant
<b>REVISED.....:</b>	08/2017
<b>REPORTS TO.....:</b>	Forced Drainage Operations Supervisor (Pumps)
<b>REVIEWED.....:</b>	08/2017
<b>WAGES.....:</b>	Hourly

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### **SUMMARY:**

This position is under the general supervision of the Forced Drainage Superintendent and the direct supervision of the Forced Drainage Operations Supervisor (Pumps). The position requires the operation of drainage pumps as needed to properly control the water within the area under pump, in order to protect life, environment and property.

### **BASIC FUNCTIONS:**

1. Must be available on a twenty –four (24) hour basis, seven (7) days a week for pump operation, as needed.
2. Insures that all pumps and motors are in proper working order, reporting any problems to Supervisor as soon as possible.
3. Maintains the inside of the station and the area immediate adjacent to the station in a clean manner.
4. Will be required to change oil and oil filters as required.
5. Required to check and maintain fluid levels in motors, gearboxes and grease all shafts as needed.
6. Will be required to maintain the water level in the pump system pre-determined by the Forced Drainage Superintendent.
7. Attendants may be required to assist pump crews as needed.
8. Must be capable of following all applicable safety rules and regulations.

### **OTHER REQUIREMENTS:**

1. Must be capable of reading and writing to the extent needed to properly read meters and gauges, and able of filling out necessary log records required.
2. Must be willing to work under varying climatic conditions (severe rain storms, hurricanes, etc.) at all hours of day or night.
3. Must be physically capable of performing assigned task.
4. Must furnish own transportation to and from the pump stations to perform his/her necessary assigned task.
5. Must be willing to work extra hours on occasion.
6. Must be capable of lifting 50 pounds.
7. Applicant shall live in the vicinity of the assigned pumps.
8. Incumbent will be a Tier 1 responder and will be required to work during all storm events.

### **EDUCATION/EXPERIENCE:**

1. High School diploma or GED equivalent is desired.
2. Shall have and possess a valid Louisiana Class E driving license.
3. Capable of reading and writing.
4. Some mechanical experience needed.
5. Must have and practice a work safe attitude.