



**Vacuum Truck Operator**  
EEO Class Code: Laborers & Helpers  
Union Status: Non-bargained  
FLSA Code: Non-Exempt

## **The Town of Pembroke Park Job Description**

**Department:** Public Services  
**Supervises:** None  
**Position Reports To:** Superintendent/Deputy Director PS/Director PS  
**Sworn:** No

### **Job Specifications**

#### **NATURE OF WORK**

The Vacuum Truck Operator is expected to engage in the maintenance and repair of stormwater and wastewater activities such as storm drain, wastewater, and stormwater stations and pump cleanings through the use of a vacuum truck. Work is performed under regular supervision and is inspected for compliance with instructions, conformance to established standards, quality and productivity of work crews, and adherence to schedules and priorities. Supporting preventative maintenance and emergency response operations on a regular and as needed basis.

#### **ILLUSTRATIVE TASKS**

Tasks required of those in the position of Vacuum Truck Operator include, but are not limited to:

- Participates in the maintenance and repair of stormwater and wastewater operations.
- Operate vacuum truck and related equipment to clean and maintain stormwater inlets, catch basins, and sewer lines.
- Complete daily vehicle inspections and maintain equipment logs.
- Responsible for the general maintenance and upkeep of the surrounding areas of the stormwater and wastewater stations.
- Loading and transporting of equipment, materials, pumps, and any other supplies in preparation for work.
- Rebuild and repair wastewater and stormwater pumps when applicable.
- Conduct basic electrical work in the stormwater and wastewater station control panels.
- Abide by general safety practices while conducting daily work, including wearing protective equipment such as eye/face protective gear, ear protection, gloves, steel-toe boots, and other equipment as necessary based on the tasks.

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- Conduct upkeep of machinery and tools used as well as Town equipment; repair as needed.
- Investigates complaints and communicate plan of action to Town officials and the public.
- Operate vacuum truck and combination machinery to conduct emergency excavations and repairs.
- Maintain hours log of wastewater and stormwater stations activities, documenting work orders, asset conditions, and maintenance records.
- Participate in regular meetings where work assignments are issued.
- Participate in monthly safety meetings and abide by all safety regulations.
- Conduct emergency preparedness activities in the event of a natural or man-made disaster, and serve as essential personnel before, during, and after for relief and clean-up efforts.
- Regularly on-call for emergency situations related to wastewater and stormwater issues such as blockages, overflows, flooding, etc.
- Provide support to other public services divisions as needed.
- Performs related duties as assigned.

## **KNOWLEDGE, SKILLS AND ABILITIES**

- Thorough knowledge of the principles and practices of repair and maintenance of wastewater and stormwater systems.
- Thorough knowledge of the occupational hazards and necessary safety precautions of the work.
- Considerable knowledge of the use of related equipment and materials.
- Knowledge of departmental policies and procedures, traffic and utility regulations and other related laws and regulations.
- Ability to record data accurately.
- Ability to assign and supervise the work of others, providing training and leadership to a small crew.
- Ability to establish and maintain effective working relationships with supervisors, peers, subordinates, and citizens, and to work as an effective team member.

## **MINIMUM REQUIREMENTS**

- High School Diploma or GED equivalent.
- Must possess a valid Florida Class B Commercial Driver's License (CDL) with air brake endorsement.
- Minimum of two (2) years of experience operating a vacuum truck or similar equipment.
- Minimum of five (5) years of experience in wastewater and stormwater maintenance and repair.
- Certification in water pump installation and repair preferred.
- Florida Wastewater Collection System Operator Level C or higher preferred
- Broward County "Know the Flow," Confined Space, or NASSCO Certificates of Completion (to be obtained within six (6) months from start date).
- Stormwater Operator Certification Level I Preferred.
- An equivalent combination of education and experience may be considered.

## **PHYSICAL REQUIREMENTS AND WORKING ENVIRONMENT**

The physical demands described here are representative of those that must be met by a teammate to successfully perform the essential duties and functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Must be able to perform the basic life functions of climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, lifting, pushing, pulling, grasping, talking, and hearing.
- Must be able to perform heavy work exerting, moving, or carrying up to fifty (50) pounds of force occasionally.
- Must possess visual acuity necessary to read maps and diagrams, to operate a vehicle, and to read and prepare records.
- Must be able to enter manholes, catch basins, and other confined spaces.
- Must be able to operate heavy equipment.
- Must be able to respond to emergencies when called upon and may include nights, weekends, and holidays.

The work environment characteristics described here are representative of those a teammate encounters while performing the essential duties and functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

- Moderate noise (business office with computers, telephones, printers, fax machines, photocopiers, filing cabinets, traffic, and underground utilities)
- Work within a confined area.
- The employee is subject to working in inside and outside environments including extreme hot and cold weather.
- The employee may be subject to work hazards including loud noise, vibrations, moving mechanical parts, exposure to chemicals, fumes, odors, poor ventilation, and oils.
- Work subjects' employees to the current OSHA standards on blood borne pathogens.
- The physical environment requires the employee to work inside and outside in heat/cold, wet/humid, and dry/arid conditions.
- May be requested to work overtime and weekends for special town events, projects, activities, and emergencies.