



## WASTEWATER SERVICES DIVISION

### Seasonal Laborer

Full Time Temporary Position Without Benefits

\$12.00 per hour

### *Consider this Opportunity*

The **Wastewater Services Division** is seeking to hire seasonal laborers to assist in a wide variety of landscaping duties, including weeding, fertilizing, and irrigation maintenance at the Water Reclamation Facility and pump stations. This position is temporary and shall be approximately four to six month period.

#### ***Wastewater Services Division***

The Wastewater Services Division includes Collection System Maintenance and the Water Reclamation Facility (WRF). The Collection System Maintenance Crew is responsible for all maintenance, including repairs, cleaning and TV inspecting the City's 155 miles of sanitary sewer lines and 77 miles of storm sewer lines. The WRF is a 5.6 MGD tertiary treatment plant designed for ammonia and phosphorus removal. The facility went into operation in January 1996 under the most restrictive NPDES discharge permit in the State of Oregon.

The facility has won several awards for its outstanding effluent quality and its contribution to improving water quality in the Yamhill Basin. These include the **Municipal Water Protection Award** from the Pacific Northwest Clean Water Association (PNCWA), the **Outstanding Member Agency** from the Oregon Association of Clean Water Agencies

(ACWA), and a letter of recognition from the Oregon Department of Environmental Quality for phosphorus reduction to the Yamhill River.



#### ***City and the Community***

The **City of McMinnville and the community** have many advantages to offer. McMinnville has a growing population of approximately 33,000; and is situated in the western portion of Oregon's agriculturally rich Willamette Valley. It is within 50 miles of the ocean and within 30 miles of Salem, the State Capital. The City is home to Linfield College and a satellite campus of Chemeketa Community College. Also, the regionally recognized Gallery Theatre offers plays, musicals, and classes throughout the year.



*City Hall*

### ***Duties and Responsibilities***

- Performs weed control, fertilizing, and pruning at the WRF and pump stations;
- Replace, repair, and adjust irrigation nozzles and sprinkler heads;
- Provide assistance to Operations staff.

### ***Qualifications, Education, and Experience***

- Basic knowledge of methods, tools, materials, and equipment for grounds maintenance work.
- Thorough knowledge of the safe and proper operation of motor vehicles.
- Ability to safely operate a variety of landscape equipment such as mower, edger, blower, and tractor.
- Understand and follow both written and oral instructions.
- Any satisfactory combination of experience and training, which provides the required knowledge, skills and abilities.
- Must be 18 years of age or older.
- Must possess a valid Oregon driver's license.

### ***Physical Demands and Working Conditions***

Frequently standing, sitting, communicating, reaching, kneeling and manipulating objects, tools or controls are required. The position requires mobility and occasional

bending and stooping. Duties involve moving materials weighing up to 50 pounds. Reasonable accommodation will be made to meet the needs of otherwise qualified individuals with known limitations who can perform the essential job functions.

While performing the duties of this position, the employee may work outdoors during inclement weather.



### ***Application Process***

Those who are interested in applying for this position should submit a completed City employment application to the attention of Erica Thomas, Administrative Specialist, City of McMinnville located at 230 NE Second Street, McMinnville, Oregon, 97128 or email the application in a PDF format to [hr@mcminnvilleoregon.gov](mailto:hr@mcminnvilleoregon.gov). All employment applications must be received no later than **5:00 p.m. on April 14, 2017**. City employment application forms are available by calling (503) 434-7405, by emailing [erica.thomas2@mcminnvilleoregon.gov](mailto:erica.thomas2@mcminnvilleoregon.gov), or by accessing the City's website, [www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov). ***Applicant accepts all responsibility to confirm that an electronic application has been received via email.***

**Tentative Selection Schedule:** Screening and scoring of applications will be completed the week of April 17 - 21. Interviews scheduled and conducted the week of April 24 - 28, and the tentative start date is **May 15, 2017**.

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*The City of McMinnville is an equal opportunity employer. Applicants with disabilities who need reasonable accommodation (e.g., assistive listening devices) to participate in the recruitment and/or selection process should contact Erica Thomas (see phone number and e-mail address listed above). This is not an implied contract and may be modified without notice.*