

# CITY OF MARLBOROUGH

Marlborough, MA 01752

AA#20-32

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## POSITION AVAILABLE DEPARTMENT OF PUBLIC WORKS – WATER & SEWER DIVISION ASSISTANT CHEMIST

### **Position Purpose:**

The employee is responsible for assisting in all aspects of the City's water/wastewater laboratory operations. The employee will assist in providing technical support on environmental issues. This is an FLSA non-exempt position.

### **Supervision Required:**

Under the supervision of the Chemist and Assistant Commissioner of Public Works - Utilities. The supervisor provides additional, specific instruction for new, difficult or unusual assignments, including suggested work methods. Reviews and checks of the employee's work are applied to an extent enough to keep the supervisor aware of work progress and to ensure that completed work and methods used are technically accurate and that instructions are being followed.

### **Work Environment:**

The employee performs work indoors and outdoors at sewerage and water pumping stations and treatment plants. Employee is frequently exposed to equipment/machinery, noise, odors, chemical fumes, irritant chemicals, etc. Employees may be required to use protective clothing or gear such as masks, gowns, coats, boots, goggles, gloves or shields. Work is performed outdoors, regardless of weather conditions.

### **Accountability:**

The nature of the required work or the operation of potentially dangerous equipment increases the probability that the consequences of errors, missed deadlines or poor judgment may include significant waste of material, damage to equipment, and danger to public safety and/or personal injury. The employee is responsible to make every effort to avoid these consequences.

### **Occupational Risk:**

Essential functions regularly present potential risk of injury to the employee such as the improper exposure to extreme weather conditions or the operation of heavy equipment which could result in loss of time from work. The employee shall, always, utilize any special written instructions, safety precautions, training, or protective gear as required

### **Essential Functions:**

*(The essential functions or duties listed below are intended only as illustrations of the various type of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)*

1. Performs a variety of chemical and physical laboratory tests, ranging in degrees of difficulty, from simple to complex.
2. Assists as needed the industrial pre-treatment coordinator in the implementation of the City's industrial pre-treatment program.
3. Collects water/wastewater samples from collection and distribution systems as well as from water/wastewater facilities.
4. Performs routine wastewater analysis and prepare chemical reagents for use in laboratory procedures.
5. Calibration of laboratory equipment.

**DEPARTMENT OF PUBLIC WORKS – WATER & SEWER DIVISION**  
**ASSISTANT CHEMIST**  
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- 6. General laboratory cleaning/housekeeping.
- 7. Assists in the IPP and FOG program.
- 8. Performs other duties as directed by the Chemist and the Assistant Commissioner of Utilities.

**Recommended Minimum Qualifications:**

**Education and Experience:** Must have at least an Associate’s Degree.

**Special Requirements:** Must have a valid driver’s license.

**Knowledge:** Working knowledge of laboratory operations.

**Abilities:** Ability to understand and follow written and oral directions and adhere to safety precautions to perform duties in an efficient, safe manner.

**Skills:** Fine motor skill to operate department tools and equipment required to perform position duties including the operation of laboratory equipment.

**Physical and Environmental Conditions**

*(The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the position’s essential functions.)*

Duties require frequent and extended periods of outside work, subject to all weather conditions and extremes; continuous walking, standing, climbing and frequent periods requiring uncomfortable physical positions; may work on damp or uneven surfaces; crouch, sit, stand, walk, bend, crawl, kneel, pull, reach, push, twist, climb ladders and sloping surfaces, grasp, drag, lift and carry items weighing up to 50 pounds at a time with frequent lifting or carrying of objects weighing up to 25 pounds; may be exposed to chemicals, solvents; may require the exercise of caution when handling chemicals or other toxic materials; mobility, vision, hearing, dexterity and use of hands and legs appropriate to the duties to be performed.

**Step Salary:** \$54,234.46 – \$61,005.28

***To apply, please send or deliver resumes to:***

Human Resources Department  
City of Marlborough  
140 Main Street  
Marlborough, MA 01752  
[hrjobs@marlborough-ma.gov](mailto:hrjobs@marlborough-ma.gov)

**Deadline for applications: December 18, 2020**

<b>Position:</b>	<u>  X  </u>	Union	_____	Non-Union	_____	Contract
<b>Class:</b>	<u>  X  </u>	Full-Time	_____	Part-Time	_____	Intermittent
	_____	Provisional	<u>  X  </u>	Permanent	_____	Temporary