

CITY OF MARLBOROUGH

Marlborough, MA 01752

#AA20-25

POSITION AVAILABLE DEPARTMENT OF PUBLIC WORKS FOREMAN – INDUSTRIAL PRETREATMENT & FOG

The City of Marlborough Department of Public Works is seeking to fill the full time (40 hours) position of Industrial Pretreatment and FOG Foreman.

Definition/Purpose

The Industrial pretreatment and Fats, Oils and Grease (FOG) Foreman under the direction of the Assistant Commissioner of Utilities will coordinate, permit, educate, cite and assure that the City's wastewater pretreatment and fog programs comply with all City, State and Federal pretreatment requirements.

Supervision Required:

Under the supervision of the Assistant Commissioner of Utilities. This employee may also receive direction from the Assistant Commissioner of Operations.

Supervisory Responsibility:

Direct supervision of support personnel including but not limited to: Special Motor Equipment Operators, Laborers, Chemists, and temporary/part-time or contract employees.

Work Environment:

Work is performed indoors and outdoors, with frequent exposure to noise and wastes. Work requires performance of tasks in extreme heat and confined spaces. The employee operates a personal computer including Microsoft Office, email, telephone, fax, scanning and copy machines.

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.)

- Reviewing waste discharge applications and issuing permits for discharge;
- Meet with industrial plant personnel regarding industrial waste discharges;
- Conduct inspections of industrial dischargers;
- Sampling and testing industrial discharge permits and issuing violation notices when necessary;
- Maintain complete and accurate records of all documentation and activities related to the pretreatment program, including preparing reports for supervisor and State and Federal agencies;
- Developing and updating the FOG control program to include identification of possible FOG problem locations;
- Routine and unannounced inspection of grease interceptors and traps to minimize grease buildups in sewer lines;
- Respond to inquiries and complaints related to the FOG program;
- Maintain records of inspections and maintenance of grease traps;
- Coordinate with the plumbing inspector and board of health when necessary to ensure permitted grease interceptors and traps are properly sized and maintained;
- Investigation of grease related wastewater blockages or releases to determine possible contributing facilities and develop and take action(s) to correct deficiencies;
- Assists with the development of standards and requirements relating to grease control;

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- Conferring with management of industries, commercial operations and food establishments to identify problems and ensure compliance with the City’s pretreatment and FOG regulations
- Performs related duties as required.
- Performs other duties as requested by the Commissioner of Public Works.
- During the winter months, participate in Street’s Division Snow & Ice operations.

Education and Experience:

Must have a High School Diploma or equivalent. A degree in Chemistry or Environmental Science preferred. Experience in water/sewer utilities operation and maintenance preferred.

Knowledge, Abilities and Skill:

- Ability to educate business owners to assure that they are complying with the City’s wastewater pretreatment and fog programs.
- Ability to provide guidance, assistance, and/or interpretation to others on how to apply procedures and standards to specific situations.
- Ability to communicate effectively both verbally and in writing; to establish positive public relations for the City, department and/or division; and to interact effectively with a wide variety of people.
- Must be computer literate; familiar with computer software applications such as Microsoft and other applications tailored to specific departmental needs.
- Ability to investigate any complaints regarding compliance with the City’s wastewater pretreatment and fog programs.

Physical Requirements:

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 essential functions.

Moderate physical effort is generally required to perform duties. The employee is frequently required to use hands to operate equipment, walk, stand, speak, hear, reach with hands and arms, balance, crouch, crawl, stoop, and climb. Stamina is required to work in adverse environmental conditions. Required to work in confined spaces and lift or move items weighing up to 50 pounds. Physical ability is required to use power and hand tools. Vision requirements include the ability to read routine documents. Hearing is required to receive information at normal spoken word levels and to receive detailed information through oral communication.

Salary: \$70,523.77 – \$82,101.76

Please forward cover letter and resume to:
Human Resources Department
City of Marlborough
140 Main Street
Marlborough, MA 01752
hrjobs@marlborough-ma.gov

Deadline for applications: Friday, December 18, 2020

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