



City of Bradenton Job Descriptions

Job Title: CAMERA TRUCK ASSISTANT

Date Prepared:	April 8, 2015
Department/Location:	Public Works and Utilities – Engineering Section
FLSA Status:	Non-exempt
Bargaining Unit:	AFSCME
Classification:	Essential: This position is an Essential classification and will require you to report to duty after a hurricane or emergency.
Schedule:	This position normally works a regular weekday daytime shift and requires scheduled/unscheduled overtime, including evenings, weekends and holidays and/or immediate response to emergency conditions.
Supervision Exercised:	None
Supervision Received:	Works under the general supervision the Engineering Section Manager. Receives technical direction from Camera Truck Operator related to completion of daily work assignments.
General Purpose of the Position:	Provide dedicated assistance with the operation of camera truck and its related video inspection equipment to conduct on-going camera (video) inspection of existing wastewater/storm water systems for condition/failure assessment, as well as responds to all wastewater and storm water emergencies to provide pipeline video inspections.

Essential Duties and Responsibilities:

- Assist in the conduct of video inspections of existing sanitary sewers mains and manholes.
- Assist in the conduct of video inspections of existing storm sewers, manholes, and catch basins.
- Assist with coordination with Vac-Truck crews to schedule pipeline and structure cleanings ahead of video inspections.
- Coordination with GIS Analyst for transfer of videos to dedicated network server for archiving/updating.
- Assist with maintenance of appropriate records related to operation of camera inspections.
- Maintenance of pipeline inspection equipment.
- Transports supplies, tools, or other equipment to and from job sites.
- Perform other duties as assigned.

Skills and Physical Abilities Required:

- Manual labor associated with frequent removing and replacing manhole covers and catch basin grated. Constant light lifting and climbing and frequent heavy lifting (over 45 pounds).
- Ability to read and understand utility maps.
- Ability to learn and apply safety standards and precautions pertaining to accessing sanitary and storm sewers, and traffic maintenance.



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- Ability to communicate effectively, both orally and in writing.
- Ability to understand and follow written and oral instructions.
- Ability to maintain records and to prepare reports.
- Ability to identify problems and to initiate solutions and/or corrective measures.
- Manual dexterity to operate standard office, data entry, and word processing equipment is required.
- Knowledge of the occupational hazards and safety precautions of the work.
- Proficiency in computer software and the ability to adapt to other software programs with ease.

Equipment Used: Camera truck and pipeline video inspection equipment; camera truck computer; basic hand and power tools; manhole lifting pick. Computer, cell phone, telephone, radio. City vehicles (Class B or lower CDL level vehicles). Safety training and equipment is provided.

Education and Experience Required: High school diploma or GED equivalent. One to three years of experience in utilities maintenance/construction preferred. A valid Florida CDL Class B driver's license with air brake endorsement and with good driving record. Experience with software such as Word, Excel, and Microsoft Office is necessary.

Environmental Conditions: Work is performed both indoors and outdoors. Significant work occurs in roadways where vehicle traffic hazards exist. Outside work will be required in varying and extreme weather conditions for extended periods of time where employees are exposed to excessively loud noises from equipment, exposure to live sewer systems, human debris, drug paraphernalia, hot tar and asphalt, heavy equipment, working in and around trenches, hazardous gases, fumes, paint, chemicals and pesticides. Physical effort is required to perform heavy manual labor in confined and cramped spaces and uncomfortable conditions, climb ladders, bend, reach, and stand for long periods of time. Occasional exposure to slippery and/or uneven surfaces; heights above twenty (20) feet; below ground level, with feet, legs and/or hands in water. Occasional exposure to confined spaces. Subject to 24-hour call back for emergency conditions. Appropriate training and safety equipment will be provided for all conditions.

Commercial Driver License (CDL): A Commercial Driver License (CDL) Class B driver's license with air brake endorsement is required for this position.

Pay Grade: 110

Salary Range: Minimum: \$13.19/hour **Maximum:** \$19.79/hour

This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employee(s) will be required to follow any other job related instructions and to perform any other job related duties requested by any person authorized to give instructions or assignments. A review of this position has excluded the marginal functions of the position that are incidental to the performance of fundamental job duties. Duties and responsibilities are essential job functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbent(s) will possess the skills, aptitudes, and abilities to perform each duty proficiently. The requirements listed in this document are the minimum levels of knowledge, skills, or abilities. This document does not create an employment contract, implied or otherwise, other than an "at will" relationship.

Approved:

Department Director _____

Date 12-29-16

Human Resource Director _____

Date 1/11/17

*Updated Apr 2015

**Updated Nov 2015

***Updated Dec 2015