



# Terrebonne Parish Consolidated Government

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## JOB DESCRIPTION

**POSITION TITLE.....:** Pump Attendant  
**DEPARTMENT.....:** Public Works  
**DIVISION.....:** Forced Drainage  
**CLASSIFICATION/GRADE.....:** Pump Attendant/105  
**REVISED.....:** 04/2021  
**REPORTS TO.....:** Operations Supervisor (Pump Maintenance)  
**REVIEWED.....:** 04/2021  
**WAGES.....:** Non-Exempt (Hourly)

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### **SUMMARY:**

This position is under the general supervision of the Forced Drainage Superintendent and under the direct supervision of the Operations Supervisor of Pumps. The incumbent is responsible for checking and maintaining assigned pump stations and properties within the Parish of Terrebonne.

### **BASIC FUNCTIONS:**

1. Receives general direction and follows a standard operating procedure and/or policy.
2. Maintain a clean work environment around facilities.
3. Maintain a professional and progressive attitude.
4. Coordinate assignments with supervisor when necessary.
5. Supervise subordinates when assigned.
6. This job is a Tier I position
7. Schedule is Tuesday thru Friday 7:00 am to 5:30pm

### **OTHER REQUIREMENTS:**

1. Required to work extra hours and days as needed.
2. This position requires the employee to be on a call rotation.
3. Required to work during storms events.
4. Required to work in all types of weather conditions.
5. Required to maintain assigned equipment (Ex. Fluid level, inspect tires, air pressures, inspect light)
6. Capable of lifting 50 lbs.
7. Assist with other duties as needed.
8. Performs any and all other duties as requested by Supervisors.
9. Capable of driving a standard full size pickup truck.

### **EDUCATION/EXPERIENCE:**

1. High school diploma or equivalent is highly desired.
2. Shall possess and maintain a valid Louisiana Class E driving license.
3. Capable of reading and writing.
4. Some mechanical experience needed.
5. Must have and practice a safe attitude.