



**City of Ankeny Iowa**  
**Utilities Operator I - Wastewater**

<b>SALARY</b>	See Position Description	<b>LOCATION</b>	1102 SE Creekview Dr, Ankeny
<b>JOB TYPE</b>	Full Time	<b>JOB NUMBER</b>	00620
<b>DEPARTMENT</b>	MU - Wastewater	<b>OPENING DATE</b>	01/29/2025
<b>CLOSING DATE</b>	2/21/2025 4:00 PM Central		

**Function**

The City of Ankeny is accepting applications for the fulltime position of Utilities Operator - Wastewater in the Municipal Utilities Department.

**Starting salary, plus excellent benefits:**

- Utilities Operator Assistant - \$25.563 per hour with no certifications
- Utilities Operator I - \$28.402 per hour with a Grade I operator's certificate issued by the State of Iowa Department of Natural Resources (DNR) in waste water related field or the Iowa Water Environment Association (IAWEA).

Hours: Monday - Friday, 7 AM - 3:30 PM with additional on-call/overtime hours as needed.

**The City of Ankeny offers a comprehensive benefits package including:**

- Vacation and Sick Leave
- Personal Leave
- Nine (9) Paid Holidays
- Health/Dental/Life/LTD Insurance
- Wellness Programs and Incentives
- Tuition Reimbursement and Continuing Education Programs
- Public Service Student Loan Forgiveness Benefit
- Defined Benefits Pension Plan Through IPERS
- Deferred Compensation Plan
- Voluntary Insurance Benefit Options
- Longevity Pay

**Applications must be received by Friday, February 21, 2025 at 4:00 PM.** Interested individuals should apply online at [www.ankenyiowa.gov](http://www.ankenyiowa.gov) and may attach a resume along with any certifications held and a detailed cover letter expressing interest. *Pre-employment physical, drug screen and background check required.*

*Application QR Code:*



*To advance in the hiring process, you must pass a basic skills exam to be administered to all qualified applicants. Additional information will be emailed on **Friday, February 21, 2025 by 5 pm.** Please check your email (and junk email) for testing information. Contact HR if you do not receive the testing information on 02/21/2025.*

## Principal Duties and Responsibilities

- Assist other personnel as directed in the operation, maintenance, and repairs of the Municipal Utilities facilities and sewer collection system.
- Record readings from meters, gauges, and related controls and equipment to maintain proper pumping rates, flows, and to make necessary minor operational or mechanical adjustments.
- Maintain records.
- Recognize and evaluate potential operational or mechanical problems and advise operational staff or supervisor.
- Assist the public by listening to complaints, inquiries, and problems, and taking the appropriate actions necessary to correct them and advise the supervisor or superintendent when necessary.
- Complete routine maintenance and minor repairs on all operational equipment, buildings, grounds, vehicles and appurtenances as directed including general cleaning.
- Respond to sewer service calls, lift station and manhole monitor alarms, and other emergencies as directed.
- Perform basic field tests.
- Perform office duties as assigned.
- Assist other city departments as directed.

## Entry Requirements and Skills

- Graduation from high school or an equivalent.
- Ability to establish and maintain effective working relationships with co-workers and the public, ability to keep accurate and legible records, and have the ability to recognize occupational hazards and follow established safety precautions.
- Possess a valid driver's license issued by the State of Iowa.

**Utilities Operator Assistant – Wastewater** - If hired with no certification, must be able to obtain, within one (1) year from date of hire:

- A Grade I operator's certificate issued by the State of Iowa or IAWEA in a wastewater related field.
- Obtain a commercial driver's license (CDL) issued by the State of Iowa.

### Utilities Operator I - Wastewater –

- Possess an IDNR Grade I operator certification in wastewater or IAWEA Grade I voluntary wastewater collection system operator certification.
- Shall maintain a valid commercial driver's license (CDL) issued by the State of Iowa as a condition of employment.
- May be required to obtain and maintain a mobile crane operator's certification.

### WORKING CONDITIONS:

- Will be required to perform duties during off-hour emergencies, weekends, or holidays.
- May be exposed to a variety of chemicals, noxious odors, gases, high voltage, and other potentially hazardous working conditions as well as all types of weather conditions and extremes.
- Will be required to operate employer's vehicles and related equipment.

### PHYSICAL REQUIREMENTS:

- Must be insurable.
- Must be sighted.
- Must be able to hear normal conversation.
- Must be able to speak clearly at normal rate of conversation.
- Must keep regular and reliable attendance at work.

- Must be able to kneel, squat, bend, twist, climb, lie on creeper, and work over head.
- Must be able to work on equipment located over head, above or below the waistline.
- Must be able to work in wet environments.
- Must be able to climb into or out of employer’s equipment.
- Must be able to remove and replace manhole covers weighing up to 80 pounds with a lever.
- Must be able to climb into and out of 22-inch openings.
- Must periodically lift and carry, for short distances, heavy objects weighing up to 75 pounds.
- Must be able to climb and descend ladders and stairs, and walk over uneven terrain.
- Must be able to lift and move items weighing up to 150 pounds with the assistance of another employee but without assistance of a portable hoist.
- Must be able to use tools weighing 30 pounds or more.

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**Employer**

City of Ankeny Iowa

**Address**

410 West 1st St

Ankeny, Iowa, 50023-1557

**Phone**

515-965-6400

**Website**

<http://www.ankenyiowa.gov>

## Utilities Operator I - Wastewater Supplemental Questionnaire

**\*QUESTION 1**

**Do you currently possess a commercial driver's license (CDL), Class B?**

- Yes
- No

**QUESTION 2**

**Do you currently possess a Grade I operator's certificate issued by the State of Iowa or IAWEA in a wastewater related field?**

- Yes
- No

**\*QUESTION 3**

**Do you currently possess a mobile crane operator's certificate?**

- Yes
- No

\* Required Question