



# HANOVER FOODS CORPORATION

## POSITION DESCRIPTION

<b>Job Title:</b>	U Wastewater DRC	<b>Location:</b>	Clayton
<b>Department:</b>	Wastewater	<b>Job Grade:</b>	Hourly - 3W Union
<b>Job Code:</b>	823	<b>EEO Code:</b>	6

### SUMMARY OF POSITION

To assure and maintain compliance with all Federal, State, and Local regulatory requirements regarding incoming plant water, wastewater, and NPDES storm water.

### ORGANIZATIONAL RELATIONSHIPS

<b>Reports to:</b>	Refrigeration/Maintenance Manager
<b>Supervises:</b>	Assigned Wastewater Operators

### MINIMUM QUALIFICATIONS

GED or High School Diploma and training or experiences related to the job

### PREFERRED QUALIFICATIONS

- Licensed by State as a Wastewater operator- Level 2 & NPDS Storm water
- Strong mathematical, mechanical & science skills

### DUTIES AND RESPONSIBILITIES

1. Maintain compliance with DNREC Regulations for wastewater and NPDES storm water
2. Advise local government of any noncompliance or potential noncompliance conditions
3. Monitors and records all water meter readings for monthly reports
4. Recommends measures to improve equipment performance and safe working conditions
5. Maintain daily records of water pumped to the plant and sprayed on fields
6. Monitors chlorination and pH of incoming plant water
7. Performs preventative and corrective maintenance on equipment
8. Provides training to wastewater operators for collecting water, wastewater and storm water samples as directed by the Quality Assurance Manager
9. Responsible for scheduling and assigning duties to Wastewater Operators
10. Responsible for maintenance of spray fields, including cutting and removing of grass
11. Responsible for monitoring the pounds of nitrogen removed per acre
12. Adheres to all common safety policies and procedures, including the wearing of protective clothing and equipment as required.
13. Responsible for following all Company and Government policies and procedures.

Revised: February 2024



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14. Perform other duties as assigned by the Refrigeration/Maintenance Manager.

### ESSENTIAL FUNCTIONS

Constantly – occupation requires this activity more than 66% of the time (5.5+ hours/day)

Frequently – occupation requires this activity from 33% to 66% of the time (2.5 – 5.5 hours/day)

Occasionally – occupation requires this activity up to 33% of the time (0 – 2.5 hrs/day)

Not Applicable – activity is not applicable to this occupation.

#### Physical Demands

Stand		Constantly	X	Frequently		Occasionally		Not Applicable
Walk		Constantly	X	Frequently		Occasionally		Not Applicable
Sit		Constantly	X	Frequently		Occasionally		Not Applicable
Handling/Fingering		Constantly	X	Frequently		Occasionally		Not Applicable
Reach Outward		Constantly	X	Frequently		Occasionally		Not Applicable
Reach Above Shoulder		Constantly	X	Frequently		Occasionally		Not Applicable
Climb		Constantly	X	Frequently		Occasionally		Not Applicable
Crawl		Constantly	X	Frequently		Occasionally		Not Applicable
Squat or Kneel		Constantly	X	Frequently		Occasionally		Not Applicable
Bend		Constantly	X	Frequently		Occasionally		Not Applicable

#### Lift/Carry

10 lbs. or less		Constantly	X	Frequently		Occasionally		Not Applicable
11 to 20 lbs.		Constantly	X	Frequently		Occasionally		Not Applicable
21 to 50 lbs.		Constantly	X	Frequently		Occasionally		Not Applicable
51 to 100 lbs.		Constantly		Frequently		Occasionally	X	Not Applicable
Over 100 lbs.		Constantly		Frequently		Occasionally	X	Not Applicable

#### Push/Pull

12 lbs. or less		Constantly	X	Frequently		Occasionally		Not Applicable
13 to 25 lbs.		Constantly	X	Frequently		Occasionally		Not Applicable
26 to 40 lbs.		Constantly	X	Frequently		Occasionally		Not Applicable
41 to 100 lbs.		Constantly		Frequently		Occasionally	X	Not Applicable

#### Environmental Factors

Extreme Cold (non-weather)		Constantly		Frequently	X	Occasionally		Not Applicable
Extreme Heat (non-weather)		Constantly		Frequently	X	Occasionally		Not Applicable
Loud Noise Level		Constantly		Frequently	X	Occasionally		Not Applicable

#### Other

Ability to Read		Constantly	X	Frequently		Occasionally		Not Applicable
Ability to Speak English		Constantly	X	Frequently		Occasionally		Not Applicable
Ability to Understand Verbal Directions		Constantly	X	Frequently		Occasionally		Not Applicable
Ability to Report to Work Regularly		Constantly	X	Frequently		Occasionally		Not Applicable
Ability to Report to Work on Time		Constantly	X	Frequently		Occasionally		Not Applicable
Ability to Work Safely		Constantly	X	Frequently		Occasionally		Not Applicable

Safety Sensitive Job	X	YES		NO
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This job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not intended to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to this position. This job description is subject to change but remains in effect until superseded or canceled in writing by the Director of Human Resources.

### Approval (Sign and Date)

Department Head:		Date:	
Supervisor:		Date:	
Human Resources:		Date:	
Employee:		Date:	