

**Grand Rapids Public Utilities
Scope of Services with Mark Saunders
WWTP Laboratory Technician**

Term:	Employment is expected to begin on or around September 1, 2026, with completion of services expected on November 30, 2026.
Employment Status:	Employee is considered a part-time temporary employee of Grand Rapids Public Utilities Commission (GRPUC). The FLSA classification is non-exempt.
Services Provided:	Under the supervision of the General Manager, provide operations support to Wastewater Plant and Lab personnel where duties will include: • Providing Class A licensed Operator oversight to ensure compliance with the National Pollutant Discharge Elimination System (NPDES) permit including: ○ Review, monitor and recommend changes to process control to optimize plant performance to meet effluent limits. ○ Review, monitor and recommend changes to sampling and testing functions to ensure compliance with the NPDES permit. ○ Make recommendations on maintenance priorities. ○ Complete Discharge Monitoring Reports (DMR's) and other submittals to the Minnesota Pollution Control Agency (MPCA) as required by the NPDES permit. • Assistance to the Wastewater Operations Director with short- and long-term planning of projects. • Coordinating with or providing oversight to other contractors performing work for the City.
Record of Time:	Time worked will be recorded and submitted to payroll. Time worked will be approved by the General Manager.
Payment:	The rate of pay will be \$125 per hour for up to 10 hours per week.
Benefits:	This position does not qualify for holiday pay, PTO, PERA or Deferred Compensation. This position will not qualify for or receive medical, dental, and life insurance.
Payment Method:	Employee will be paid bi-weekly as defined in the GRPUC Personnel Policies.
Expenses:	The employee shall be reimbursed for approved expenses related to the work being requested.
Additional Items:	This scope of services document is not an all-inclusive list. The employee is expected to follow GRPU Personnel Policies.