

CITY OF SIMI VALLEY

WASTEWATER COLLECTION SYSTEM TECHNICIAN I WASTEWATER COLLECTION SYSTEM TECHNICIAN II

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

SUMMARY DESCRIPTION

Under supervision (Wastewater Collection System Technician I), general supervision (Wastewater Collection System Technician II) performs skilled labor supporting the installation, maintenance, operation and repair of the City's wastewater collection system; and performs a variety of related duties as assigned.

DISTINGUISHING CHARACTERISTICS

Wastewater Collection System Technician I – This is the entry-level certified class in the Wastewater Collection System Technician series. This class is distinguished from the Wastewater Collection System Technician II by the performance of the more routine tasks and duties assigned to positions within the series. Since this class is certified at the Wastewater Collection System Technician I level, employees may have limited knowledge of collection systems. Advancement to the Wastewater Collection System Technician II level is based on obtaining a Grade II Collection System Maintenance Certificate.

Wastewater Collection System Technician II – This is the full journey-level class within the Wastewater Collection System Technician series. Employees within this class are distinguished from the Wastewater Collection System Technician I by the performance of the full range of duties as assigned. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit. Positions in this class series are flexibly staffed and positions at the Wastewater Collection System Technician II level are normally filled by advancement from the Wastewater Collection System Technician I level.

REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Perform maintenance and inspection duties on the City's wastewater collection system and lift stations, including, but not limited to, collection lines, junctures, pumps and motors; locate leaks and complete repairs.
2. Clean wastewater collection system; operate hydrovacuum truck to flush collection system; open clogs in lines; clean manholes, wet wells and lift stations.
3. Operate and maintain line inspection and video equipment to survey lines; televise underground sewer lines, storm drains and sewer laterals; identify blockage and other issues; review plans and specifications for location of lines; perform confined space entries as an entrant, attendant and supervisor; use equipment to determine concentration of hazardous gases and oxygen deficiencies in manholes and other confined spaces.
4. Inspect, maintain and operate a variety of heavy construction and maintenance equipment including a dump truck, skiploader, backhoe, trencher, water tank truck and other related equipment; participate in training staff in the operation of equipment.
5. Inspect and maintain a variety of hand and power tools, assigned equipment, and work vehicles.

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6. Repair, maintain and ensure the security of manholes and pump stations; monitor and record lift station operations including flow rates, pump hours, electrical and telemetry problems and SCADA; prepare and maintain a variety of reports.
7. Conduct wastewater collection system locates; use locating equipment; accurately read and interpret maps, specifications, drawings, and blueprints.
8. Transport wastewater biosolids to appropriate disposal sites; work with disposal site staff to coordinate disposal of material.
9. Perform concrete work; raise and perform asphalt patching around manholes; forms, pours and finishes concrete; repair infiltration, sealing and grouting.
10. Maintain detailed and comprehensive records related to collection system installation, repair and maintenance activities.
11. Oversee and assist contractors accessing the collection system.
12. Utilize proper safety precautions related to all work performed.
13. Remove weeds and debris from lift stations, storm drains, easements and grounds; spray pesticides or herbicides as needed in collection system.
14. As needed, assist plant operations to bypass operations and cleaning operations in wells, traps, lines, etc.
15. Use proper traffic control techniques to provide a safe working environment when working in heavy traffic areas.
16. Respond to customer inquiries and complaints regarding sewer overflows and stoppages; provide information to customers regarding the City's policies and procedures related to the duties being performed.
17. Requisition maintenance supplies, materials and equipment.
18. Assist in cleaning storm drains and catch basins as necessary.
19. Perform related duties as required.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

Operational characteristics and hydraulics of wastewater collection systems.
Wastewater collection system preventative maintenance techniques and procedures.
Tools and equipment used in the maintenance and repair of wastewater collection systems including jet rodder, televising equipment, and hydrovacuum truck.
Traffic control practices and procedures.
Procedures to safely enter and perform required duties in confined spaces.
Hazardous materials identification and proper disposal methods.
Occupational hazards and standard safety precautions.
Customer service practices.
City policies and procedures related to wastewater collection system maintenance and repair.

Ability to:

Perform complex and difficult tasks supporting the maintenance of the City's wastewater collection system.
Use and operate hand tools, mechanical equipment and power tools and equipment.
Read and interpret basic maps and blueprints.
Operate and maintain sophisticated video inspection equipment.

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Perform heavy manual labor using a variety of mechanical equipment.
Safely use a variety of insecticides and herbicides.
Adhere to safe work practices including working with hazardous materials.
Work nights, weekends, stand-by and emergency call-ins, as needed.
Communicate clearly and concisely, both orally and in writing.
Establish and maintain effective working relationships with those contacted in the course of work.

Education and Experience Guidelines - Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education/Training:

Equivalent to the completion of the twelfth grade. Additional specialized training in water/wastewater collection system maintenance and repair or a related field is desirable.

Experience:

Six months of construction, maintenance or related experience. Experience maintaining and repairing water/wastewater collection systems and equipment is desirable.

License or Certificate:

Wastewater Collection System Technician I: Possession of Grade I Collection System Maintenance Certificate issued by the California Water Environment Association (CWEA).

Wastewater Collection System Technician II: Possession of Grade II Collection System Maintenance Certificate issued by the California Water Environment Association (CWEA).

All Positions: Possession of, or ability to obtain, a valid Class A or B driver license within six months of hire.

Possession of, or ability to obtain, appropriate, valid first aid, C.P.R. and self-contained breathing apparatus (SCBA) certificates.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Field environment; travel from site to site; work in water, underground, in confined spaces and around traffic and heavy equipment; exposure to noise, toxic gases, waste and infectious materials and inclement weather conditions.

Physical: Essential and marginal functions may require maintaining physical condition necessary for moderate to heavy lifting and carrying; bending, stooping, kneeling, crawling; climbing with both legs and arms; standing for prolonged periods of time; and operating motorized equipment and vehicles.

Vision: See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents.

Hearing: Hear in the normal audio range with or without correction.

Adopted: July 2003

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