

CITY OF LINCOLN WATER TECHNICIAN I/II/SENIOR

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

DEFINITION:

Under general supervision, learns to perform and performs skilled and semi-skilled work in the operation and maintenance of the City's wells, storage tanks, pumping systems, distribution system and meters; assists in the training and technical supervision of lower level positions if assigned; performs other related duties as required.

DISTINGUISHING CHARACTERISTICS:

Water Technician I

The **Water Technician I** is the entry level class in the Water Technician series that allows the incumbent to develop journey level knowledge and abilities. Initially, under immediate supervision, incumbents perform duties of a more routine nature and learn. City policies and specific methods and techniques of operation and maintenance of the City's water system. This class is alternately staffed with Water Technician II and incumbents may advance to the higher-level after gaining experience, obtaining required certifications and demonstrating a level of proficiency that meets the qualifications of the higher-level class.

Water Technician II

The **Water Technician II** is the journey level class responsible for performing the full scope of assigned duties. Incumbents perform the full array of skilled and semi-skilled work in the operation of the City's wells, storage tanks, pumping systems and distribution system to ensure compliance with federal and state drinking water standards. Employees at this level receive only occasional instruction or assistance, and are expected to work in an independent manner. This class is distinguished from the next higher classification of Senior Water Technician, in that the latter is responsible for crew supervision and scheduling.

Senior Water Technician

The Senior Water Technician is the advanced journey level classification in the Water Technician series. Incumbents perform a full range of complex duties including lead or foreman responsibilities. They direct field activities of Water Technician I & II personnel in day to day maintenance and operations of the water quality division and or distribution system. These activities include duties associated with storage tanks, wells, meters, backflow devices and water quality issues as related to Federal and State drinking water standards.

SUPERVISION RECEIVED/EXERCISED:

Water Technician I

Receives immediate supervision from a Senior Water Technician or the Utilities Maintenance Supervisor. May receive functional and technical supervision from a Water Technician II. Incumbents in this classification do not routinely exercise supervision.

Water Technician II

Receives general supervision from a Senior Water Technician or the Utilities Maintenance Supervisor. As required, may exercise technical and functional supervision over assigned staff.

Senior Water Technician

Receives general supervision from the Utilities Maintenance Supervisor. May exercise technical and functional supervision over assigned staff.

ESSENTIAL FUNCTIONS: *(include but are not limited to the following)*

- Performs skilled and semi-skilled work in the operation and maintenance of the City's wells, storage tanks, pumping systems, distribution systems and meters; operates and checks well production equipment, regulating booster pumps and valves to meet water demands; repairs water system equipment and related transmission and distribution systems as required; locates and repairs water service connections.
- Performs chemical treatments and chlorine residual checks at wells; disinfects water within the system including wells, treatment plants, storage tanks and the distribution system; inspects and tests water, controls and water system tools and equipment for safety and mechanical defects; performs backflow testing; provides quality assurance and insures that testing and analysis is conducted within safety standards established by federal, state and local laws, ordinance and regulations; maintains' accurate records and logs including flow records and chemical usage; completes periodic reports as required by regulatory agencies.
- Repairs, retrofits and installs meters; orders meters and meter parts for retrofit; reads meters to determine monthly water usage; submits meter data for processing of customer bills; troubleshoots and corrects a variety of electrical and mechanical problems involving pumping and measuring equipment; performs regular preventative maintenance on water system equipment.
- Orders parts, supplies and equipment; properly stores and maintains materials and supplies; maintains appropriate inventories to ensure adequate reserves and spare parts; maintains well sites, storage tank properties and equipment in a clean and orderly manner; maintains and paints equipment, structures, pipelines, and storage tanks; performs ground maintenance at water facility sites.
- Demonstrates a full understanding of applicable policies, procedures and work methods associated with assigned duties; may serve in a lead capacity in the training and technical supervision of assigned personnel; monitors the status of flows and equipment, using technical information such as force main pressure, wet well elevation, water elevation in the flow control structure, electrical system voltages, and computer system outputs; responds to after hour call-outs if assigned.
- Responds to questions and concerns from the general public regarding water service issues; provides information as is appropriate and resolves complaints; investigates complaints or claims against the City.
- Establishes positive working relationships with representatives of community organizations, state/local agencies, City management and staff, and the public.

PHYSICAL, MENTAL AND ENVIRONMENTAL WORKING CONDITIONS:

Position requires sitting, standing, walking on level and slippery surfaces, reaching, twisting, turning, kneeling, bending, stooping, squatting, crouching, grasping and making repetitive hand movement in the performance of daily duties. The position also requires both near and far vision when inspecting work and operating assigned equipment. The need to lift, carry and push tools, equipment and supplies weighing 25 pounds or more is also required. Additionally, the incumbent in this outdoor position works in all weather conditions including wet, hot and cold. The incumbent may use disinfecting, and lubricating chemicals, which may expose the employee to fumes, dust and air contaminants. The nature of the work also requires the incumbent to climb ladders, use power and noise producing tools and equipment, drive motorized vehicles and construction equipment, and work in confined spaces.

QUALIFICATIONS:

The following are minimal qualifications necessary for entry into the classification.

Education and/or Experience:

Any combination of education and experience that has provided the knowledge, skills and abilities necessary for a Water Technician, A typical way of obtaining the required qualifications is to possess the equivalent of:

Water Technician I

One year of experience in the maintenance and operation of a municipal water system, and a high school diploma, or equivalent.

License/Certificate:

Possession of, or ability to obtain a valid Class C California driver's license and possession of a **valid Water Distribution Operator Grade I** certificate issued by the California Department of Health Services.

Water Technician II

Two years of experience in the maintenance and operation of a municipal water system, and a high school diploma, or equivalent.

License/Certificate:

Possession of, or ability to obtain, a valid Class C California driver's license and possession of a valid **Water Distribution Operator Grade II** certificate issued by the California Department of Health Services.

Senior Water Technician

Five years of experience in the maintenance and operation of a municipal water system and a high school diploma or equivalent.

License/certificate:

Possession of or ability to obtain a valid class C California driver's license and a Water Distribution Operator III certificate issued by the California State Water Resources Control Board within one year of hire/promotion.

KNOWLEDGE, SKILLS AND ABILITIES: *(The following are a representative sample of the KSAs necessary to perform essential duties of the position.)*

Knowledge of:

Modern principles, practices, methods and materials used in the operation, maintenance and treatment of a potable water facilities; operational characteristics of water facility equipment, including pumps, electric motors, piping, wells, hydrants, valves, meters and tanks; characteristics and problems involved with backflow prevention and cross-connection control programs; principles and practices of bacteriological sampling techniques and mathematical analysis; applicable federal, state and local laws, codes and regulations; operating characteristics and safety requirements for operation of heavy and light equipment; proper lifting procedures; methods and techniques for record keeping; basic principles of mathematics; occupational hazards and standard safety procedures.

Skill to:

Operate an office computer and a variety of word processing and water related software applications; safely and effectively operate a variety of maintenance and testing equipment used in the operation of potable water systems.

Ability to:

Perform maintenance, repair and installation of water facilities and related equipment; implement water quality testing programs, backflow testing, hydrant flushing/testing and valve exercising; perform periodic preventative maintenance on system components; respond to issues and concerns from the community; interpret, explain and apply applicable laws, codes and regulations; operate a variety of construction equipment, vehicles, and power and hand tools; perform heavy manual labor for extended periods of time; maintain a variety of records; work at substantial heights; make adjustments to standard operating procedures as is appropriate; organize, prioritize and follow-up on work assignments; work independently and as part of a team; make sound decisions within established guidelines; follow written and oral directions; observe safety principles and work in a safe manner; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships.

Salary Range: Refer to Classified Group's Salary Schedule

FLSA: Nonexempt

Employee Group: Classified, Local 39