

**CITY OF LINCOLN**  
**WASTEWATER COLLECTIONS SYSTEM 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 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, performs skilled and semi-skilled work in the operation and maintenance of the City's sanitary sewer, pumping and collection system; assists in the training and technical supervision of lower level positions if assigned; performs other related duties as required.

**DISTINGUISHING CHARACTERISTICS:**

**Wastewater Collections System Technician I**

The **Wastewater Collections System Technician I** is the entry level class in the Wastewater Collections System Technician class 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 wastewater, collection and pump system. This class is alternately staffed with Wastewater Collections System 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.

**Wastewater Collections System Technician II**

The **Wastewater Collections System 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 wastewater, collection and pump system to ensure compliance with federal and state 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 class of Senior Wastewater Collections System Technician in that the latter is responsible for crew supervision of the City's wastewater collection system and scheduling.

**Senior Wastewater Collections System Technician**

The **Senior Wastewater Collections System Technician** is the advanced journey level in the Wastewater Collections System Technician class series. Incumbents perform a full range of complex duties, including lead responsibilities. They direct field activities of Wastewater Collections System Technician I and II personnel in day-to-day maintenance and operations of the wastewater collection system. These activities include duties associated with the pumping and collection systems and adherence to federal and state compliance standards.

**SUPERVISION RECEIVED/EXERCISED:**

**Wastewater Collections System Technician I**

Receives immediate supervision from a Senior Wastewater Collections Technician, Utilities Maintenance Supervisor, or designee. May receive functional and technical supervision from a Wastewater Collections System Technician II. Incumbents in this classification do not exercise supervision.

**Wastewater Collections System Technician II**

Receives general supervision from a Senior Wastewater Collections Technician or the Utilities Maintenance Supervisor.

**Senior Wastewater Collections System Technician**

Receives general supervision from a Utilities Maintenance Supervisor, Public Works Manager, or designee. 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 wastewater pumping and collection systems; operates and checks equipment, pumps and valves to assure that demands are met; repairs system equipment and related systems as required; locates and repairs service connections.
- Maintains the collection system and operates system cleaning equipment; flushing truck and mechanical rodding equipment.
- Performs permitted and non-permitted confined space work.
- Performs inspection of controls and system tools and equipment for safety and mechanical defects; performs back water testing; provides and insures that maintenance is conducted within safety standards established by federal, state and local laws, ordinance and regulations; maintains accurate records and logs including flow records; completes periodic reports as required by regulatory agencies.
- Responds to emergency telephone calls and Supervisory Control and Data Acquisition (SCADA) alarms and participates in weekly after-hours call-out rotations.
- Performs CCTV inspections, reviews inspection video and generates reports for needed repairs.
- Utilizes smoke testing equipment and flow metering equipment to conduct infiltration and inflow surveys.
- Repairs, retrofits and installs cleanouts and service laterals; troubleshoots and corrects a variety of electrical and mechanical problems involving pumping and measuring equipment; performs regular preventative maintenance on system equipment.
- Utilizes SCADA software system to monitor, operate and service sewer lift stations.
- Orders parts, supplies and equipment; properly stores and maintains materials and supplies; maintains appropriate inventories to ensure adequate reserves and spare parts; maintains pump sites, properties

and equipment in a clean and orderly manner; maintains equipment, structures, pipelines, and storage tanks; performs ground maintenance at facility sites.

- Demonstrates a full understanding of applicable policies, procedures and work methods associated with assigned duties; may serve in a leadership capacity in the training and technical supervision of assigned personnel; monitors the status of flows and equipment with SCADA, 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 afterhours call-outs as assigned.
- Responds to questions and concerns from the general public regarding 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 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 Wastewater Collections System Technician I/II/Sr. A typical way of obtaining the required qualifications is to possess the equivalent of:

#### **Wastewater Collections System Technician I**

One year of experience in maintenance/construction of a municipal wastewater pumping and collection systems and a high school diploma, or equivalent.

#### **License/Certificate:**

Possession of a valid Class C California driver's license, with the ability to obtain a valid Class B California driver's license with air brake endorsement and a valid Collection Systems Technician Grade I certificate issued by the California Water Environmental Association (CWEA) within 12 months of hire.

**Wastewater Collections System Technician II**

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

**License/Certificate:**

Possession of a valid Class B California driver's license with airbrakes endorsement, and possession of a valid Collection Systems Technician Grade II issued by the California Water Environmental Association (CWEA).

**Senior Wastewater Collections System Technician**

Four years of experience in the maintenance of a municipal sewer system, and a high school diploma, or equivalent.

**License/Certification:**

Possession of a valid Class B California driver's license with airbrakes endorsement, and possession of a valid Collection Systems Technician Grade III issued by the California Water Environmental Association (CWEA).

**KNOWLEDGE/SKILLS/ABILITIES:** *(The following are a representative sample of the KSAs necessary to perform essential duties of the position. The level and scope of the knowledge and abilities listed below vary between the I, II, and Senior levels.)*

**Knowledge of:**

Modern principles, practices, methods and materials used in the operation, maintenance and treatment of wastewater facilities; operational characteristics of facility equipment, including pumps, electric motors, piping, wells, valves 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 recordkeeping; basic principles of mathematics; occupational hazards and standard safety procedures.

**Skill to:**

Operate a computer and a variety of word processing and related software applications; safely and effectively operate a variety of maintenance and testing equipment used in the operation of wastewater systems. Operate City equipment and record findings; present reports and make condition assessments to management.

**Ability to:**

Perform maintenance, repair and installation of collection system infrastructure facilities and related equipment; implement inflow and infiltration programs, smoke testing, line flushing with

hydro jet cleaner. 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 hands tools; perform heavy manual labor for extended periods of time; maintain a variety of records; work in extreme conditions and environment, including confined spaces; 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.

**FLSA:** Nonexempt  
**Employee Group:** Classified, Local 39