

CITY OF LINCOLN

Wastewater Systems Technician I/II

*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 Technician I

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

The **Wastewater 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 and are expected to work in an independent manner. This class is distinguished from the next higher classification of Supervisor, in that the latter is responsible for overall supervision of the City's wastewater collection system.

SUPERVISION RECEIVED/EXERCISED:

Wastewater Technician I

Receives immediate direction and guidance from a Wastewater Technician II. May receive functional and technical supervision from a Wastewater Technician II. Incumbents in this classification do not exercise supervision.

Wastewater Technician II

Receives general supervision from a Public Works 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 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; vector 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 calls and participates in weekly call-out rotations.
- * Performs CCTV inspections, reviews tapes 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, back water valves 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.
- * 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 and paints 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, 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 hours 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 Technician I/II**. A typical way of obtaining the required qualifications is to possess the equivalent of:

Wastewater Technician I

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

License/Certificate:

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

Wastewater Technician II

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

License/Certificate:

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

KNOWLEDGE/ABILITIES/SKILLS: *(The following are a representative sample of the KAS's 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 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.

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.

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

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| Salary Range: | Tech I Range 10 Tech II Range 12 |
| FLSA: | Nonexempt |
| Employee Group: | Classified |
| Adopted: | |