

COLLECTION SYSTEM MAINTENANCE TECHNICIAN

DEFINITION

Under supervision performs manual, semi-skilled and skilled work using mechanical equipment and related tools in the cleaning, maintenance, inspection, repair and construction of wastewater collection systems.

SUPERVISION RECEIVED/EXERCISED

Receives supervision from a wastewater supervisor. This class does not exercise supervision.

DISTINGUISHING CHARACTERISTICS

Collection System Maintenance Technician is the entry level classification in the Collection System Maintenance series. Incumbents assist in the full range of duties to include servicing/cleaning, maintenance, inspection, repair and construction of wastewater collection systems. Collection System Maintenance Technician's may work under close supervision while in the training period to learn the full duties of wastewater collection activities. Incumbents may be assigned to work on-call, standby and holidays.

Collection System Maintenance Technician is distinguished from Collection System Maintenance Specialist in that incumbents of the latter perform a broader range of duties, and perform more technically complex tasks.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

May include, but not limited to, the following:

Safely assists and performs a variety of servicing/cleaning, maintenance, inspection, repair and construction work including rodding, hydroflush servicing/cleaning, television camera inspection and repair, and installation of service connections, manholes and pipelines.

Ensures a safe work site and adheres to applicable safety practices. Properly positions safety cones, flags, signs and other safety equipment around work site locations.

Performs servicing/cleaning, maintenance, inspection and repair of lift station equipment and facilities, and responds to alarms.

Uses, adjusts, maintains and cares for a variety of manual and power operated tools, devices and equipment used in the servicing/cleaning, maintenance, inspection, repair and construction of wastewater collection systems.

Writes service orders, maintains accurate records and prepares reports; completes work reports and time records on projects; responds to and investigates customer complaints.

May be required to wear a respirator.

Performs other related duties as assigned.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Materials, methods, practices and equipment used in wastewater collection system pipeline servicing/cleaning, maintenance, inspection, repair and construction.

Safety practices applicable to biohazard conditions and wastewater collection systems operations.

Ability to:

Operate all types of specialized wastewater collection system maintenance equipment.

Perform heavy physical labor safely for extended periods under adverse weather conditions, and ability to work in confined spaces.

Establish and maintain effective working relationships at all organizational levels, including the public.

Understand, follow and complete oral and written instructions, including wastewater collection systems maps, work orders, and operational and safety manuals, as well as a variety of policies, procedures, rules and regulations.

Perform basic mathematical calculations.

Prepare and maintain accurate records and reports.

Skill in:

The safe operation of tools and equipment used in wastewater collection systems

The safe operation of a motor vehicle.

MINIMUM QUALIFICATIONS

Possession of a High School diploma or GED equivalent; and one year of full-time paid general labor or comparable experience.

Special Requirement(s):

Possession and maintenance of a valid California Driver's License at time of appointment. Incumbents will be required to possess and maintain a valid Class B California Driver's License with appropriate endorsements within 180 days of appointment.

Must obtain a Grade I Collections Systems Maintenance Certificate within 12 months of appointment. Failure to obtain such certification may be cause for termination from this class.

APPROVED: (Signature on File) DATE: 5.18.17
Director of Personnel Services

New: 5/18/17