

CHIEF OF WASTEWATER FACILITIES MAINTENANCE

Class Definition

Under direction, plans, coordinates and directs the maintenance of the City's wastewater treatment and power generation facilities.

Distinguishing Characteristics

Chief of Wastewater Facilities Maintenance is a single position class assigned to the Wastewater Management Division of the Department of Public Utilities. Reporting to the Wastewater Treatment Manager, the incumbent directs and coordinates, through subordinate personnel, the overall activities of the plant maintenance and power generation sections.

Typical Tasks

(This list is neither inclusive nor exclusive. Consequently, this information may not reflect Essential Functions for this class.)

Directs and coordinates duties in connection with the cleanliness, maintenance and preventive maintenance of the plant, grounds and infiltration systems.

Directs the division's electrical preventive maintenance program through subordinate staff.

Directs and plans the operation and maintenance of the power generation facility.

Inspects plant and effluent infiltration systems, analyzes and evaluates maintenance procedures and develops feasible alternatives to optimize efficiency.

Plans, organizes and directs the on-going development and implementation of the five-year capital replacement plan including reports, specifications and budget estimates for the division.

Assists the Wastewater Treatment Manager in various administrative, budget and personnel functions.

Maintains effective coordination between contractors, Maintenance and Operations staff on establishing priorities of equipment servicing and the routine start-up and shutdown of facilities.

Remains current with technological advancements in the operation of power generation facilities and the maintenance of wastewater treatment and power generation facilities, implementing new technology as appropriate.

Performs related duties as required.

Knowledge, Abilities, and Skills

Extensive knowledge of the maintenance of wastewater treatment equipment, machinery and facilities.

Considerable knowledge of the occupational hazards associated with wastewater treatment and power generation facilities.

Considerable knowledge of the application of industrial coatings and maintenance of power generation facilities.

Knowledge of the standard practices, materials, tools and equipment of the electrical trade, including high voltage service.

Knowledge of the regulations governing the application of pesticides and herbicides.

Some knowledge of the operation of wastewater treatment facilities.

Ability to prepare accurate and concise reports and correspondence.

Ability to plan, assign and supervise subordinate personnel.

Ability to establish and maintain effective working relationships.

Minimum Qualifications

Graduation from an accredited college or university with a Bachelor's Degree in Engineering, Industrial Technology or related field; and two years of increasingly responsible supervisory experience in the maintenance of wastewater treatment facilities, power generation or water treatment plant maintenance. A CWEA Mechanical Technologist or Electrical Instrumentation Grade IV Certificate may be substituted for up to two years of the required college coursework.

Special Requirement

Possession of a valid California Driver's License may be required at time of appointment.

APPROVED: (Signature on File)
Director of Administrative Services

DATE: 06/19/1997