VALLECITOS WATER DISTRICT

SENIOR WASTEWATER COLLECTION SYSTEMS WORKER

DEFINITION

Under general supervision, performs a variety of maintenance, repair, and operation of sewer collection systems and related structures and appurtenances; performs video inspection and skilled collection system and plant mechanical repair work; performs related duties as required.

CLASS CHARACTERISTICS

This position is the lead worker and advanced journey level in the Wastewater Collection System Worker series, personally performing the more difficult and complex duties; serves as a crew lead and may assume duties of the supervisor as necessary. This class is distinguished from the Wastewater Collection System Supervisor, which is the first line supervisory class responsible for supervising and evaluating the work of Wastewater Collection System Workers.

ESSENTIAL FUNCTIONS

Essential functions include, but are not limited to, the following:

- Serves as lead worker over other Wastewater Collection System Workers; schedules, assigns, and monitors work; trains less experienced Wastewater Collection System Workers; ensures completion of assigned work and compliance with regulatory requirements; responds to emergencies as needed; provides technical assistance to staff; ensures that safe work methods are followed, and that appropriate safety precautions and equipment are utilized;
- Installs, maintains, and repairs sewer systems including meter installations, and related appurtenances and structures; performs grounds maintenance duties; performs construction and maintenance work on District buildings as assigned;
- Sets up, adjusts, and operates video camera and equipment for inspections; maintains records and logs of inspection work; reads and interprets plans, maps, and prints; cleans, repairs, and maintains sewer collection systems, mains, lift stations, and related structures; cleans up work sites upon completion of job;
- Flushes and clears collection systems and storm drains; operates hydrovactor and hydrojetter; applies foams and other chemicals to de-root, de-grease, and unstop lines;
- Performs permit required confined space entries into wet wells, manholes, and other assigned areas as well as being part of the Confined Space Rescue Team;
- Operates service truck to respond to customer complaints, determines source of problem, clears lines or reports work needed, and advises customer if problem is not the District’s responsibility; pumps flooded areas; removes and replaces fences, landscaped areas, brick, and concrete areas and other private property affected by easement work;
- Monitors flow and levels within the gravity system and lift station operation using telemetry and SCADA systems and visual inspections;
- Reads chemical tank levels; receives chemical delivery and takes liquid samples; reads gas loggers and adjust chemical injection rate; reports all findings to department lead or supervisor;
- Observes safe work methods and safety precautions related to the work; develops, approves, and submits traffic control plans to appropriate agencies; assists at traffic control sites as necessary; operates pipe location equipment; uses appropriate safety devices and equipment; operates and maintains a wide variety of hand and power tools related to the work; operates a variety of trucks and equipment including video inspection truck, hydrovactors, jet rodders, dump trucks, etc.; inspects vehicles and performs minor maintenance; reports needed repairs;
- Obtains quotes from vendors and creates purchase requisitions for tools and supplies in accordance with operating budget;
- Prepares and maintains a variety of computerized and written records and reports related to work performed;
- May stand duty on a rotational basis and may work outside of regular work hours as necessary, including weekends and holidays; required to respond within 30-minute time frame when on duty status;
- Operates copiers and a variety of office equipment, including operating a computer;
- Performs duties in a professional manner and works well with others or in a team setting;
- Establish and maintain cooperative working relationships with co-workers, outside agencies, and the public;
- Regular attendance and adherence to prescribed work schedule to conduct job responsibilities;
- Observes safe work practices and safety methods; performs other duties as assigned.

QUALIFICATIONS GUIDELINES

Knowledge, Skills, and Abilities

Knowledge of:
- Techniques, materials, tools, and equipment used in the maintenance and repair of sewer systems and related facilities and equipment, valves and related lift station and plant equipment;
- Operation and maintenance of underground video inspection systems and equipment;
- Operation and maintenance of a wide variety of hand and power tools and equipment common to the field;
- Codes, laws, and regulations applicable to the work; safe work methods and safety regulations pertaining to the work;
- Basic computerized record keeping applications;
- Chemical dosage and gas monitors;
- Shop mathematics.

Ability to:
- Perform a variety of construction, repair, and maintenance tasks;
- Work under routine and emergency conditions, sometimes in severe weather; perform a wide variety of physically strenuous tasks; be available for standby duty with a 30-minute response time;
- Work efficiently and safely with others; establish and maintain effective working relationships with those contacted during work;
- Wear full face mask and work for at least 30 minutes while being supplied with breathing air through the mask;
- Enter data into computer system; maintain records;
- Safely operate line cleaning and repair equipment;
- Read, interpret, and understand construction drawings;
- Assist in training personnel;
- Operate, maintain, and occasionally repair a variety of hand and power tools and equipment, including line locating and oxygen testing equipment;
- Properly place cones, barricades, and warning devices and direct traffic flow at job sites;
- Understand and follow instructions and directions; exercise independent judgment and initiative without close supervision.

**Education & Experience**

Any combination of education or experience that would likely provide the necessary knowledge and abilities is qualifying. A typical way to obtain these knowledge and abilities would be: high school graduation or equivalent; and three years of experience at a level equivalent to the District's Wastewater Collection System Worker II class. A certificate of achievement in wastewater technology is desirable.

**Licenses, Certificates, and Special Requirements**

- Possession of a current and valid Class B California driver's license with tanker endorsement and possession of a satisfactory driving record;
- Possession of a California Water Environment Association Collection System Maintenance Technologist Grade 3 is highly desirable;
- Must be medically approved for all respirators.

**PHYSICAL DEMANDS AND WORK ENVIRONMENT**

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Employees may be required to wear and/or use personal protective and other safety equipment. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand and walk; use hands and fingers to handle or feel; reach with hands and arms; talk or hear. Employee is frequently required to climb or balance; and crouch. The employee is occasionally required to sit; stoop, kneel, or crawl. The employee must regularly lift and/or move up to 60 pounds, frequently lift and/or move up to 75 pounds, and occasionally lift and/or move up to 150 pounds with assistance. Specific vision abilities required by this job include close, distance, color, and peripheral vision; depth perception; and the ability to adjust focus. Must be medically approved for all respirators to be able to work in permit required confined space.

Environment: Employee regularly: works outdoors, exposed to sun, temperatures above 80 degrees, and other weather conditions; travels frequently in District vehicles, often Class A & B vehicles; exposed to unusually loud sounds; works with equipment causing pronounced vibration or strain; exposed to hazardous materials, including sewage. Employee frequently: works in permit-defined confined spaces; must be fit tested for respirators; works on slippery surfaces; gets part of body and/or clothing wet; works in areas with major amounts of dust and common allergy-causing agents. Employee occasionally: works in confined or cramped positions; comes in contact with oil or grease. Some work done on platforms up to 4 feet from ground.

I have reviewed this Job Description with my Supervisor and agree with its contents.
The specific statements shown in each section of this job description are not intended to be all-inclusive. They represent typical elements and criteria necessary to successfully perform the job.