

SENIOR COLLECTION SYSTEM OPERATOR

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

SUMMARY DESCRIPTION

Under direction, provides technical and functional supervision over assigned collection system maintenance personnel; performs a variety of skilled and semi-skilled tasks in the maintenance and operation of the City's sanitary sewer system.

DISTINGUISHING CHARACTERISTICS

This is the advanced journey level class in the Collection System Operator series. Positions at this level are distinguished from other classes within the series by the level of responsibility assumed and the complexity of duties assigned. Employees perform the most difficult and responsible types of duties assigned to classes within this series including providing lead supervision over assigned collection system personnel. Employees at this level are required to be fully trained in all procedures related to assigned area of responsibility.

REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Coordinate and provide daily work assignments to collection system personnel; review work and control quality of work; may provide input on performance evaluations.
2. Perform the full range of collection maintenance duties including sewer system maintenance and repair
3. Operate and adjust controls on collection system equipment and machinery, such as valves, pumps and motors.
4. Monitor, repair, and maintain wastewater system lift stations; remove debris; disassemble and clean pumps; perform minor repairs when necessary.
5. Grease and clean equipment; read and interpret meters and gauges.
6. Inspect and make repairs to collection system equipment.
7. Operate video inspection system for underground sewer lines and storm drains.
8. Perform general plant maintenance work, such as sweeping, cleaning, sanding and painting of equipment and facilities.
9. Rod sanitary sewers; install and repair sanitary sewer laterals and trunk lines.
10. Observe and enforce safety precautions.
11. Enter and work in permitted confined spaces and underground trenches.
12. Locate, mark and notify sewer lines per USA (underground service alert) requirements.

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13. Train employees in maintenance and operation duties.
14. May temporarily be assigned to work with other City departments as needed.
15. Operate trucks, tractors and other motorized equipment of comparable size and complexity.
16. Act as supervisor in his/her absence.
17. Perform related duties as required.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

- Principles and practices used in the operation and routine maintenance of a wastewater collection system.
- Operational characteristics of maintenance and construction equipment and tools used in work activities.
- Occupational hazards and standard safety practices.
- Mechanical, electrical, and hydraulic principles related to the operation of collection system equipment.
- Principles of supervision and training.
- Motor vehicles, generators, pumps, gauges, common hand and power tools, shovels, wrenches, detection devices, mobile radio, phone, calculator, and a variety of related equipment.

Ability to:

- Lead, organize, and review the work of staff involved in the maintenance and operation of wastewater collection systems.
- Independently perform the most difficult collection system maintenance duties.
- Interpret, explain, and enforce department policies and procedures.
- Recognize and correct inefficient, unusual or dangerous operating conditions.
- Operate a variety of tools and equipment in a safe and effective manner.
- Work independently in the absence of supervision.
- Operate office equipment including computers and supporting software applications.
- Perform maintenance duties.
- Perform heavy manual labor.
- Understand and follow oral and written instructions.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.

Education and Experience Guidelines - *Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

Education/Training:

Equivalent to the completion of the twelfth grade supplemented by specialized training in one or more trades areas.

Experience:

Three years of increasingly responsible journey experience performing construction and maintenance work on a wastewater collection system.

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License or Certificate:

Possession of a Class B driver's license with specific endorsements, as assigned.

Possession of, or ability to obtain with 6 months of hire, a Grade II Wastewater Collection System Maintenance Technologist certificate issued by the California Water Environment Association (CWEA).

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed in an indoor plant and outdoor field environment; travel from site to site; exposure to noise, dust, grease, smoke, fumes, noxious odors, gases, mechanical and electrical hazards, and all types of weather and temperature conditions; work in or around water; exposure to hazardous traffic conditions; work and/or walk on various types of surfaces including slippery or uneven surfaces and rough terrain; work at heights; incumbents may be required to respond to emergency and public calls after hours including evenings and weekends.

Physical: Primary functions require sufficient physical ability and mobility to work in a field environment; to walk, stand, and sit for prolonged periods of time; to frequently stoop, bend, kneel, crouch, crawl, climb, reach, twist, grasp, and make repetitive hand movement in the performance of daily duties; to climb unusual heights on ladders; to lift, carry, push, and/or pull moderate to heavy amounts of weight; to operate assigned equipment and vehicles; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction.

Hearing: Hear in the normal audio range with or without correction.

Bargaining Group: Miscellaneous
FLSA Status: Non-Exempt
August, 2009
Johnson & Associates

ACKNOWLEDGMENT

I acknowledge that I have read the job description and requirements for the Senior Collection System Operator position and I certify that I can perform these functions.

Applicant Signature

Date

Witness

*Management has the right to add or change these duties of the position at any time.