

## CITY OF RIO VISTA

### WATER UTILITY WORKER TECHNICIAN

*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 general supervision, learns to perform and performs a variety of skilled or semi-skilled maintenance work on the City's water treatment system; responds to a wide range of customer service requests; reads water meters; tests water samples on a regular basis; operates a variety of water treatment facility duties, including hand and power tools, operation logs; adding and mixing of treatment chemicals; demonstrates a full understanding of all applicable policies, procedures and work methods associated with assigned duties; assists in the training of less experienced personnel; performs other related duties as required.

#### **DISTINGUISHING CHARACTERISTICS**

##### **Water Utility Worker Technician**

The **Water Utility Worker Technician** is the journey level class as a Water Utility Worker in which incumbents are expected to independently perform the full scope of assigned water utility duties. Incumbents are responsible for performing the full range of repair, maintenance, and installation related to the City's water system. The work requires independence and discretion in working with the public and in responding to customer service requests. Employees at this level are required to be fully trained in all procedures related to assigned area of responsibility.

#### **SUPERVISION RECEIVED/EXERCISED:**

Receives general supervision from the Public Works Superintendent and may exercise functional and technical supervision over lower level personnel. Positions at this level are distinguished from other classes within the level of responsibility and the complexity of assigned duties.

#### **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 the address business needs and changing business practices.*

1. Performed assigned treatment facility rounds; inspect, monitor, troubleshoot, performance test and document operation processes by reading treatment equipment gauges, dials, graphs, online analyzers, computer screens, meters, SCADA systems and other instrumentation.
2. Operate and adjust treatment facilities pumps, motors, feeders and other equipment to maintain appropriate treatment operations.
3. Maintain, compile and update treatment operations logs and reports; perform and record mathematical calculations related to operational activities.
4. Mix and add treatment chemicals; install and replace chlorine cylinder tanks. Ensure adequate chemical application according to regulations and guidelines.

5. Install, maintain, repair, modify, troubleshoot and service facility operations machinery and equipment including pumps, valves, motors, meters, tanks, reservoirs, feeders, and online analyzers; change lubrications.
6. Collect and document liquid and solid samples and perform a variety of routine water quality laboratory tests; work closely with the laboratory on testing process; monitor laboratory results; collect water samples as required by the California Department of Public Health.
7. Perform general treatment facility maintenance such as cleaning, painting and repairing treatment facilities; perform various grounds maintenance duties as required.
8. Operate a variety of heavy equipment including backhoes. Loaders, scrapers, rotovators, forklifts, dump trucks, truck-mounted sludge/compost mixers, and tractor trailer combinations; assist in unloading chemicals as necessary.
9. Coordinate construction, maintenance, material selection and repair activities with maintenance, laboratory, contractors, vendors and other staff.
10. As assigned, participate in a variety of special projects such as construction of piping, electrical, and structural systems related to assigned work area.
11. Conduct tours for the general public, school, and City staff as necessary.
12. Participate in the development of goals and procedures for water treatment activities; gather and analyze data; develop a variety of reports.
13. Work with a variety of vendors, outside contractors and the general public on water activities; answer questions and resolve conflicts.
14. Perform related duties as required, Responds to emergency calls and serves on Public Works “oncall” rotation, as needed.
15. Provide technical support and training to assigned personnel; assign tasks and projects to facility operations staff; train staff in appropriate treatment methods and techniques.
16. Participate in establishing schedules and methods for providing maintenance and repair services; identify resource needs; review needs with appropriate supervisory and/or management staff; allocate resources accordingly.
17. May purchase assigned equipment and supplies for the assigned work area.

**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 of water treatment facility operations  
Operating principles of treatment equipment such as valves, pumps and motors  
Methods and techniques of maintaining, repairing and troubleshooting water treatment equipment and processes

Standard principles of the natural sciences including chemistry and biology  
Basic mathematical principles  
Laboratory analysis techniques and health standards for water  
Operational and safety regulations pertaining to water treatment operations and vehicle and equipment usage.  
Water treatment chemicals used within the facility and their safe use and application  
Sampling methods and techniques  
Office procedures, methods, and equipment including computers and applicable software applications  
Occupational hazards and standard safety practices and procedures  
Pertinent federal state and local laws and regulations pertaining to water treatment

**Ability to:**

Operate and monitor water treatment facility equipment  
Read, interpret and calibrate gauges and other recording devices relater to water treatment facility operations  
Take liquid and solid samples and perform routine laboratory tests  
Diagnose operation problems and take effective courses of action  
Make independent technical decisions to maintain proper treatment process  
Maintain pertinent records and compile data into written reports  
Perform routine to difficult maintenance, repairs and installations for treatment equipment such as pumps, valves, and electronic monitoring devices  
Read, interpret and understand technical manuals, drawings, blueprints, schematics, and diagrams.  
Perform heavy manual labor  
Schedule maintenance and repair of water treatment facilities  
Use and operate self-contained breathing apparatus equipment  
Logically solve problems  
Participate in and complete safety training courses including CPE and Self-Contained Breathing Apparatus (SCBA) training  
Operate office equipment including computers and supporting software applications  
Adapt to changing technologies and learn functionality of new equipment and systems  
Communicate clearly and concisely, both orally and in writing.  
Establish and maintain effective working relationships with those contacted in the course of work  
Assign tasks and special projects to lower level treatment operations staff  
Lead and train lower level treatment operations staff

**Education and Experience Guidelines** – *Any combination of education and experience that would likely provide the required knowledge and abilities in 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 water treatment facility operations.

**Experience:**

Experience commensurate with each grade level of certification as required by the State of California, which includes some course in the area of assignment.

**License and Certificate Minimum Qualifications:**

**Water Utility Worker Technician:**

Possession of a valid Class C California driver's license at the time of appointment, to be maintained as a condition of continued employment.

Possess Water Treatment Operator II, possess Distribution System Certificate II, and within 12 months of hire.

**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:** Treatment facility environment, exposure to noise, dust, grease, smoke, fumes, gases, solvents, electrical energy, toxic materials, hazardous chemicals and all types of weather and temperature conditions; work in or with water in confined spaces; work and/or walk on various types of surfaces including slippery or uneven surfaces.

**Physical:** Sufficient physical ability to perform moderate to heavy lifting; standing and walking for prolonged periods of time; climbing, balancing, stooping, kneeling, crouching and operating motorized equipment.

**Vision:** See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents and to operate equipment.

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