

PADRE DAM MUNICIPAL WATER DISTRICT CLASS SPECIFICATION

CLASS TITLE: Wastewater Collection Systems Worker

DEPARTMENT: Operations & Water Quality	ACCOUNTABLE TO: Construction & Maintenance Crew Supervisor	FLSA STATUS: Non-Exempt
SALARY RANGE:	14, 17, 18, 20	

CLASS SUMMARY: Incumbents are responsible for maintenance of sewer systems, related components and the operation of motorized equipment in the maintenance of sewer systems and related components. Duties may include: working alone or as a member of a crew in performing maintenance of manholes, mains and laterals; performing basic maintenance of pump stations, reservoirs, valves, sewer trunk lines, force main, lift stations and influent pump station; operating equipment as assigned including the closed circuit television truck and vactor truck; maintaining sewer mains, manholes and laterals; responding to emergency calls on sewer problems; and, other duties as assigned. Incumbents in the higher level position may perform lead functions in directing the work of a utility crew and may also train employees in equipment operation and safety procedures. Lead pay is incorporated into the salary ranges for this position. Incumbents in this class may be required to receive and respond to after-hour emergency calls for sewer problems.

DISTINGUISHING CHARACTERISTICS: This is a broadband position in a two level wastewater collection systems series. Incumbents in this position may perform all duties in the wastewater collection systems including lead work, depending on area of assignment. Lead pay is incorporated into the salary ranges for this position. The Wastewater Collection Systems Worker is distinguished from the Construction & Maintenance Crew Supervisor in that the Worker does not have full supervisory responsibilities.

DUTY NO.	ESSENTIAL DUTIES: (These duties are a representative sample; position duties may vary depending on area of assignment.)
1.	Operates trucks, sewer cleaning equipment, vactor trucks, closed circuit television truck and other power equipment of comparable size and complexity as a major assignment in performing sewer maintenance activities. Assures all equipment is ready, operable and inspected prior to day's assignment.
2.	Performs maintenance activities including maintaining sewer mains, manholes and laterals and daily maintenance on all sewer lines, trunk lines, pump and lift stations and manholes.
3.	Does confined space entry, hazardous gas testing and all other duties and responsibilities of the competent person on confined spaces at job site and in emergency response situations.
4.	Inspects sewer manholes and sewer easements in open fields and canyon areas, keeping sewer system components well marked, maintained, above ground and visual. Locates and maintains all sewer manholes in the sewer system.
5.	Responds to emergency sewer problems; Responds to after-hours calls as scheduled.
6.	Sets up and removes traffic control equipment, performs traffic control flagging.
7.	Trains employees in safety procedures involved in the use of motorized equipment, facility upgrades and traffic control situations.
8.	Performs lead functions in directing the work of a crew including time sheet reporting, equipment use and documentation of material usage and quantity with the understanding that lead pay is incorporated in the salary ranges for this position.
9.	Provides Engineering Department with jobsite as-built change orders and blue print updates for water, recycled water and sewer systems.

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DUTY NO.	ESSENTIAL DUTIES: (These duties are a representative sample; position duties may vary depending on area of assignment.)
10.	Ensures job procedures follow accepted standard practices and meet all OSHA, state and local laws and regulations.
11.	Performs other duties of a similar nature or level.

Knowledge (position requirements at entry depending on job assignment):

- General heavy construction or underground utility construction standards and techniques;
- Safety precautions;
- General understanding of wastewater utilities infrastructure;
- Principles of operation and maintenance of water and sewer systems;
- Parts and materials used in construction activities;
- Safety precautions as they apply to the operation of heavy equipment and confined space;
- Mechanical operation and care of motorized equipment used in sewer maintenance work;
- Provisions of California Vehicle Code applying to the operation of heavy equipment vehicles on the highway.

Skills (position requirements at entry depending on job assignment):

- Performing construction and maintenance activities;
- Reading blueprints;
- Using hand and power tools;
- Operating equipment as assigned;
- Basic computer usage;
- Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.
- Identifying and locating underground pipes and lines.

Training and Experience (position requirements at entry depending on job assignment):

- High School Diploma or General Equivalency Diploma (G.E.D.);
- One year experience in basic construction, preferably underground construction; OR
- An equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.
- Incumbents must be insurable and pass a background check.

In order to move into the higher level salary ranges, incumbent must have the following:

- High School Diploma or General Equivalency Diploma (G.E.D.);
- Four years experience in basic construction, preferably underground construction and the operation of heavy equipment; OR
- An equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.
- Incumbents must be insurable and pass a background check.

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Licensing Requirements (position requirements at entry, depending on job assignment):

- Valid California Driver's License.
- Class "A" by end of second year of employment;
- Water Distribution Grade D-2 certification from the State of California, Dept. of Health Services within one year (or two test cycles) of hire.
- Collection System Maintenance Grade I certificate from the California Water Environment Association within one year (or two test cycles) of hire;

Above certifications required at time of hire. Following certifications are required to move to the higher salary ranges:

- Collection System Maintenance Grade II or higher certificate from the California Water Environment Association.
- Water Distribution Grade D-3 certification from the State of California, Dept. of Health Services
- Collection System Maintenance Grade III from the California Water Environment Association highly desirable.

Physical Requirements:

Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, talking, hearing, seeing and repetitive motions.

Incumbents may be subjected to moving mechanical parts, electrical currents, vibrations, fumes, odors, dusts, gases, poor ventilation, oils, inadequate lighting, work space restrictions and intense noises.

Very Heavy Work: Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects.

Classification History:

Date: 11/08