



City of Providence

Job Description

Title:	Water/Waste Water Technician II	Code:	206
Division:	Water/Waste Water/Storm Water Operations	Effective Date:	04/2020
Department:	Public Works	Last Revised:	7.6.2020

GENERAL PURPOSE

Performs a variety of duties in the construction and maintenance of the city's water distribution and waste water collection infrastructure and equipment.

Work as a team with other departments i.e.; parks, streets, storm water, cemetery etc. Helping with other various duties.

SUPERVISION RECEIVED

Works under the supervision of the "unrestricted", DRC, Water/Waste Water Lead Technician or Public Works Director.

SUPERVISION EXERCISED

May provide immediate supervision to Water/Waste Water Technician(s) I or part time and seasonal employees while in training or on a project by project basis.

ESSENTIAL FUNCTIONS

Water System Operations: Performs work zone set up; sets up barricades and safety signs and indicators; acts as a flagger to ensure safe operations in the public right-of-way; directs and controls traffic as needed.

Maintains and exercises water valves and fire hydrants; repairs and installs new hydrants; locates and exposes buried valves from information on drawings, field notes, and personnel; verify records for accuracy and make any necessary corrections for permanent record; operates valve exercising equipment safely and properly to open and close valves, including trucks and hydraulic equipment.

Maintains and operates wells and booster stations and reservoir sites. identifies problems with wells; seeks necessary supplies for restoration; maintains water system flows and controls; communicates with supervisors for daily assignments, and upon completion of each task assignment; maintains clean equipment for use of trucks to be ready for emergency situations; determines necessary supplies, equipment, tools, barricades, etc., that are necessary for repairs; operates city vehicle to maintain a visible and obvious presence in the city; operates equipment on the job, including backhoe; applies disinfectant (chlorine) to exposed; installs proper repair equipment, pipe, or other materials used to complete job; conducts process of bleeding and refilling repaired lines to prevent water hammer; water quality issues, excess air in lines. checks chlorine consumption, operation and residuals daily.

Resolves codified notes from meter reading to monitor water usage for billing of customer; maintains meter lids and meter boxes; observes to see if meter is working properly; records the meter reading for correct billing and usage; repairs or replace any meters found functioning improperly; files corrections with office personnel; operates various meter related devices.

Observes, monitor and inspects water facilities and PRV stations to ensure sites are functioning properly. Takes and documents water samples and/or chlorine residuals. Maintains accurate records of well activity at well sites and record information.

Assists with the installation of new water lines; monitors and maintains main lines; operates and maintains backhoe to install service lines; operates tapping machine; installs meter boxes and setters; backfills excavations; works in confined spaces and adheres to appropriate safety standards.

Waste Water System Operations Monitor and inspect daily sewer line cleaning and maintenance; operates vactor truck to clean sewer; monitors sewer lines, manholes, problems areas; cleans any problem areas; observes results of cleaning effort; records roots, grease, low areas and other problems for future reference; maintains vactor truck to insure proper functioning by doing daily and weekly maintenance; records flushing progress on city maps and/or other documentation software and programs. Informs supervisor of suspected problem areas to be flushed.

Operates CCTV truck; monitor through camera equipment new and existing sewer mains; maintains camera equipment; inspects and verifies sewer laterals have been connected properly and in accordance with industry and local standards; operates camera equipment to view interior mains and laterals; records and stores DVD Images; compiles written report of camera inspection to be stored on computer; forwards written reports to inspection for as-built comparison.

Responds to problems or emergencies; inspects main sewer line above and below problem area for flow restrictions; determines if problem is in-house or obstructed main sewer line; advises property owner(s) and co-workers of action necessary to solve problem; performs flushing to unblock main sewer line; inspects and observe any dirt, grease, roots, sticks, etc. to determine cause of back up; inspects to ensure blockage has been cleared and flow is restored.

Monitors and performs daily maintenance and upkeep of lift station(s); updates data from previous day and compare pump hours, generator hours; inspects fluid levels, oil, fuel, battery; inspects and determine proper functioning of equipment; communicates with supervisor of repairs to be made; performs repairs when needed; operates emergency generator to ensure proper functioning for backup situations; maintains clean pump station to ensure proper flow; inspects grease reservoirs, bearings, gear reducers, etc.; installs sump pump in proper bay to remove water and grit.

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Monitors and inspects rehabilitation of manholes; raises manholes to grade and asphalts surfaces; maintains access to main lines for cleaning, surveying and normal examination; operates equipment to provide service access and remove asphalt and other materials used to resurface road.

Performs other duties as required.

Must assist in snow removal.

Work as a team with other departments as needed i.e.; parks, streets, storm water, cemetery etc.

MINIMUM QUALIFICATIONS

1. Education and Experience:

A. Graduation from high school or equivalent;

AND

B. Four (4) years of experience performing the above or closely related duties;

OR

C. An equivalent combination of education and experience.

2. Knowledge, Skills, and Abilities:

Working knowledge of city collection system network, line and manhole locations; construction requirements for water distribution and pumping systems; gravity pressure line operations; traffic control and diversion; operation and maintenance of sewer cleaning and televising equipment; typical sewer line problems; hazards and precautions associated with trench work and waterline construction; state or federal regulations governing installation and maintenance of water systems; water quality laws; water sampling methods and regulations; interpersonal communication skills; city water distribution system network, lines and locations; basic hand and power tools required to install and maintain pipe lines; typical water line problems. **Working knowledge of** tools and equipment required to lay and repair water lines; care of required tools and equipment; city policies and procedures; laws, ordinances and regulations governing culinary water purification and distribution; use of respirators and procedures in working around chlorine gas.; OSHA safety standards. **Some knowledge of** basic bacteriology; general laboratory processes and procedures, chemistry and microbiology.

Skill in the operation SCADA equipment and alarms; of heavy mechanized equipment as required by the position; i.e., CCTV Truck, Lateral Inspection Camera, excavation equipment, pumps, generators, air compressors, crane and computer, GIS tools, backhoe, skidsteer, mini ex., air compressor, tap machine, grinders, welders, saws, jack hammer, chipping hammer, valve machine, jumping jack, vibra plate, paint sprayer, vactor, dump truck, snow plow, loader, fork lift, pumps, chain saw, torches, etc.

Ability to adapt to emergency or unusual situations; tolerate weather extremes in the work place; analyze water system(s), identify problems and determine optimum solutions; make accurate decisions in emergency situations where consequences of error could be costly; communicate effectively verbally and in writing; enforce related policies, procedures, regulations, and standards without partiality; perform strenuous manual labor; develop working relationships with supervisors, co-workers and the public. Ability to lift 75 lbs.

3. Special Qualifications:

Must be a certified Water Systems Operator III. Must be a certified Wastewater Collection Operator II.

Must work on a twenty-four (24) hour/waiting to be engaged on call system as defined in personnel policy. Must possess a class "B" commercial driver's license (CDL).

4. Work Environment:

Employees in this position normally work in an outdoor environment, subject to changing and seasonal weather extremes. Frequently, tasks require a variety of physical activities, generally involving muscular strain, related to walking, standing, stooping, sitting, reaching, and lifting; daily potential for hazardous exposure to electrical shock, industrial wastes and raw sewage (containing pathogens such as typhoid, paratyphoid, dysentery, polio, tetanus, etc.); daily exposure to moving parts and equipment such as pumps, motors, heavy equipment, etc.; daily or regular exposure to traffic hazards working in the public right-of-way; daily or regular exposure to hazards associated with trench work and confined space operations; daily or regular exposure to various chemicals, i.e., chlorine. Talking, hearing and seeing essential to performing required job functions. Common

eye, hand, finger dexterity required. Mental application utilizes memory for details, verbal instructions, emotional stability, discriminating thinking and creative problem solving.

Wages and Benefits:

Starting wage: \$17.76 - 22.65 -per hour depending on experience and qualifications, the applicant selected will generally start at the lowest posted hourly wage.

Benefits: Medical and dental insurance, vision and supplemental insurance options, Utah State Retirement, annual leave of 132 hours per year, 12 paid holidays, tuition reimbursement.

Disclaimer: The above statements describe the general nature, level, and type of work performed by the incumbent(s) assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, demands, and skills required of personnel so classified. Job descriptions are not intended to and do not imply or create any employment, compensation, or contract rights to any person or persons. Management reserves the right to add, delete, or modify any and/or all provisions of this description at any time as needed without notice. This job description supersedes earlier versions.

I _____ have reviewed the above job description. Date: _____

(Employee)