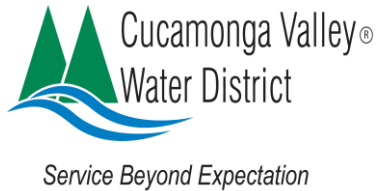


# LEAD WASTEWATER UTILITY WORKER



Job Status: Non-Exempt  
Date Adopted:  
Date Modified: 03-16-2023

Safety Sensitive Position

*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.*

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## **DEFINITION**

Under supervision, performs a variety of semi-skilled and skilled duties in the wastewater collection system cleaning and obstacle-clearing work; participates in construction, maintenance, service, and repair of wastewater collection systems; assists in maintenance tasks associated with the water distribution system; and performs a variety of tasks relative to assigned area of responsibility.

## **DISTINGUISHING CHARACTERISTICS**

The Lead Wastewater Utility Worker is an advanced journey working level classification. At this level, incumbents perform the most complex and specialized tasks while exercising broader discretion and independent judgment within established guidelines.

## **SUPERVISION RECEIVED AND EXERCISED**

Direct supervision is received from the Operations Supervisor (Wastewater Utility) and/or Operations Manager (Construction & Maintenance)

Technical and functional work direction may occasionally be provided to Wastewater Utility Worker I/II by the Lead Wastewater Utility Worker.

## **ESSENTIAL AND MARGINAL FUNCTION STATEMENTS**

*Essential and other important responsibilities and duties may include, but are not limited to, the following:*

### **Essential Functions:**

1. On a geographic and pre-scheduled basis, performs routine maintenance and cleaning of sewer collection lines using Jet-Rodder/Vactor machines; runs hose-up collection line; operates water pressure controls; and ensures debris is removed from sewer lines.
2. Inspects sewer lines before and after cleaning; attaches video equipment to reel and inserts into the manhole and collection lines; views surveillance videos from inside video van and assesses the interior condition of lines.
3. Operates construction equipment in connection with the maintenance of sewer collection facilities, including dump truck, front-end loader, and backhoe; uses a jackhammer to break up cement.
4. Wears Self Contained Breathing Apparatus and climbs into manholes to inspect conditions and dislodge objects from sewer lines; performs sewer system repairs, including for laterals and sewer mains.

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5. Raises and repairs sewer manholes and hydrants and performs cement repair and patchwork at job sites.
6. Maintains accurate records and logs of work performed, including those obtained using video surveillance equipment.
7. Utilizes hand and power tools as applicable to the work.
8. Performs all work in accordance with established safety policies and procedures, including OSHA regulations relating to confined space entry and working around dangerous gases.
9. May assist in orienting or training new personnel; makes recommendations on improvements to job procedures.
10. District employees are expected to work overtime, weekends, evenings, and holidays as required to accommodate the District's needs, in addition to responding as a Disaster Emergency Service Worker.
11. Regular attendance at the work site.

### **Marginal Functions:**

1. May perform related water distribution system maintenance duties during regular working hours or after-hour call-outs.
2. Performs related duties and responsibilities as required.

## **KNOWLEDGE, SKILLS, AND ABILITIES**

### ***Knowledge of:***

Methods and techniques used for installing, maintaining, and repairing sewer mains, laterals, clean-outs, and manholes.

Operational characteristics of mechanical equipment and tools used in the area of work assigned.

District service area and locations of sewer facilities and equipment.

Sewer line operation.

Principles and procedures of record keeping.

Basic mathematical principles.

Safe driving principles and practices.

### ***Skill in:***

Perform manual labor for an extended period of time.

Learn to operate specialized equipment and tools used in wastewater collection maintenance and repair safely and effectively, including trenching and excavating equipment.

Using video inspection equipment, construction equipment, and hand and power tools.

### ***Ability to:***

Learn and perform a variety of wastewater maintenance and repair tasks.

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Learn and perform concrete finishing and repair.

Work alone or as a member of a crew without immediate supervision.

Accurately record and enter data into a computer terminal based on video surveillance findings.

Perform heavy manual labor for extended periods in a variety of climatic conditions.

Lift and carry items weighing up to 50 pounds without assistance.

Read and understand wastewater collection system maps and construction drawings.

Maintain detailed and accurate records.

Understand and carry out oral and written instructions.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain cooperative working relationships with those contacted in the course of work.

Maintain physical condition appropriate to the performance of assigned duties and responsibilities.

Maintain mental capacity, which allows the capability of making sound decisions and demonstrating intellectual capabilities.

Maintain effective audio-visual discrimination and perception needed for making observations, communicating with others, reading, writing, and operating assigned equipment.

### REQUIRED QUALIFICATIONS

*Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge, skills, and abilities would be:*

<b>Job Title</b>	<b>Lead Wastewater Utility Worker</b>
<b>Experience</b>	<ul style="list-style-type: none"><li>• Four (4) years of experience performing wastewater collection system maintenance, repair, construction, and equipment operation at the District.</li></ul>
<b>Education/Training</b>	<ul style="list-style-type: none"><li>• Equivalent to a High School Diploma.</li></ul>
<b>Required License/Certification</b>	<ul style="list-style-type: none"><li>• Possession of the CWEA, Collection System Maintenance Certificate, Grade 3.</li><li>• Possession of, or ability to obtain within one (1) year of appointment, a valid D2.</li></ul>
<b>Desirable Degree/License/Certification</b>	<ul style="list-style-type: none"><li>• Valid D3.</li><li>• Valid T1.</li><li>• CWEA, Collection System Maintenance Certificate, Grade 4.</li><li>• CWEA, Mechanical Technologist Certificate, Grade 1.</li></ul>
<b>DMV Class</b>	<ul style="list-style-type: none"><li>• Possession of a valid California Class B Commercial driver's license (CDL) with air brakes, Tanker (N) endorsement, and a satisfactory driving record.</li></ul>

### PHYSICAL DEMANDS AND WORKING ENVIRONMENT

*The physical demands and working environment demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.*

#### **Environment:**

Outdoor field environment; travel from site to site; exposure to noise, dust, grease, smoke, fumes, noxious odors, gases, vibrations, bacteria, viruses, and all types of weather and temperature conditions; exposure to hazardous traffic conditions; work in or around water; work and or walk on various types of surfaces including slippery or uneven surfaces and rough terrain.

#### **Physical:**

Incumbents require sufficient mobility to work in a field environment; walk, stand, and sit for prolonged

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periods of time; frequently stoop, bend, kneel, crouch, crawl, climb, reach, and twist; push, pull, lift, sometimes in confined spaces or trench excavations, wear protective apparel and able to carry up to 50 pounds. Operate assigned equipment and vehicles; ability to verbally communicate to exchange information.

### **Mental:**

While performing the duties of this class, the employee is regularly required to use oral and written communications skills; read documents or instructions; analyze and solve problems; observe and interpret data or information; use math and mathematical reasoning; learn and apply new information or skills; interact with District staff, other organizations, and customers who may be upset or dissatisfied.

### **Vision:**

See in the normal visual range with or without correction; vision sufficient to read printed documents and to operate assigned equipment.

### **Hearing:**

Hear in the normal audio range with our without correction.