

WATER SYSTEM TECHNICIAN

General Statement of Duties

Performs responsible operational, maintenance and repair functions in a well and water distribution system.

Distinguishing Features of the Class

An employee in this class performs a variety of operational, maintenance and repair duties designed to produce safe treatment of potable. Work includes monitoring the wells and the treatment plant's operation through observation, mechanical readings and the results of standard chemical and biological tests and to make necessary adjustments in the process as conditions or test results dictate. Other duties include reading and maintaining meters, pumps, water lines, hydrants and valves. Work also includes substantial record keeping of work activities. Employees are subject to hazards associated with plant operations and field work including working both inside and outside environments, in extreme hot and cold weather, and exposure to various hazards such as loud noises, moving mechanical parts, electrical current, chemicals, fumes, odors, dusts, mists, gases, poor ventilation, working in small spaces such as sewer pipes, and oils. Workers may be required to wear respirators when working around chlorine gas. Employees may also be subject to standby and call back work. Work is performed under general supervision and reviewed by observation, conference, and reviewing records for adherence to operations standards, instructions, and safety practices.

Duties and Responsibilities

Essential Duties and Tasks

Makes regular tours of wells and treatment plant and checks pumps, generators, filters, clarifiers, chlorinators, and other equipment for proper functioning; takes samples and performs various tests for proper chemical feed; adjusts chemical feeds as necessary; makes records of inspections of wells and other system points.

Records data from various meters, gauges and dials; logs daily, weekly, and monthly activities; inputs data into computer.

Takes various samples of raw and treated water and distribution system samples; packages for processing.

Performs standard laboratory chemical and biological tests.

Performs general preventive and scheduled maintenance; assists on major maintenance and repairs.

Reads water meters; performs water service connections and disconnections; inspects meters for leaks and improper functioning; changes out meters.

Makes repairs and/or replaced water lines, pumps, motors, meters, hydrants, and valves.

Responds to customer needs and complaints.

Locates and marks water lines for other contractors.

May serve as back-up ORC for the well system, distribution system or ORC for the wastewater sludge system.

Additional Job Duties

Collects water and wastewater samples.

Performs related duties as required.

Recruitment and Selection Guidelines

Knowledges, Skills, and Abilities

Working knowledge of the operating characteristics and maintenance requirement of well water systems and treatment plants.

Working knowledge of applicable federal, state, and local laws, ordinances, and permitting requirements.

Working knowledge of the occupational hazards of the work and of necessary safety precautions.

Some knowledge of standard laboratory test and procedures used in a water or wastewater treatment plant.

Some knowledge of hydraulic, chemical and mechanical principles pertinent to wells and water treatment plant operations.

Some knowledge of the application of information technology to utility system record keeping and plant equipment operation and maintenance.

Ability to detect flaws in the operation of mechanical equipment and to determine proper remedial measures.

Ability to conduct routine laboratory test.

Ability to understand and follow moderately complex oral and written instructions.

Ability to read meters, charts, and technical manuals and drawings accurately and to maintain records of shift operations.

Ability to establish and maintain effective working relationships with peers and superiors.

Physical Requirements

Must be able to physically perform the basic life operational functions of climbing, balancing, stooping, kneeling, crouching, reaching, walking, pushing, pulling, lifting, grasping, and hearing.

Must be able to perform medium work exerting up to 50 pounds of force occasionally; and/or up to 20 pounds of force frequently; and/or up to 10 pounds of force constantly to move objects.

Must possess the visual acuity to read gauges, dials, and observe moving parts of machines, and to record and review written records.

Desirable Education and Experience

Any combination of education and experience equivalent to graduation from high school supplemented by course work in chemistry or biology and experience in the operation and maintenance of a well water treatment plant or water distribution system.

Special Requirements

Ability to obtain Well Operator's Grade C certificate within six months.

Ability to obtain Distribution Operator Grade C certificate within six months.

May require ability to obtain Grade I Wastewater Operator certificate.

Atlantic Beach
2006

Special Note: This generic class description gives an overview of the job class, its essential job functions, and recommended job requirements. However, for each individual position assigned to this class, there is available a completed job questionnaire with a physical abilities checklist which can give further details about that one specific position. Those documents should be reviewed before initiating a selection process. They can provide additional detailed information on which to base various personnel actions and can assist management in making legal and defensible personnel decisions.