

VALLEY CENTER MUNICIPAL WATER DISTRICT
WASTEWATER SYSTEMS TECHNICIAN I, II, III

DEFINITION

Under general supervision of the Wastewater Systems Supervisor, incumbents perform a variety of duties related to operating treatment plants, performing maintenance, reading meters and gauges, and collecting samples.

CLASS CHARACTERISTICS

Incumbent works a varied workweek, different shifts, stands duty, and must be able to respond to emergencies as necessary.

Wastewater Systems Technician I is the entry-level class in the Wastewater System Technician series. Incumbents are responsible for performing routine activities while acquiring knowledge and skills to perform higher-level work to include: operating treatment plants, performing maintenance, reading meters and gauges, and collecting samples.

Wastewater Systems Technician II is the journey level class in the series. Incumbents are fully competent and are expected to perform journey level duties related to: operating treatment plants, performing maintenance, reading meters and gauges, and collecting samples.

Wastewater Systems Technician III is the advanced level class in the series. Incumbents may serve as crew leader, preparing work schedules, reports, and other administrative responsibilities; in addition to performing the full range and the most complex duties related to operating treatment plants, maintenance, reading meters and gauges, and collecting samples.

ESSENTIAL DUTIES

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to this position.

Positions at the Wastewater Systems Technician I level may perform some of these duties and responsibilities in a learning capacity.

Assists in maintaining, operating and checking the operation of all collection systems and lift stations, and chlorination facilities; operating pumps, valves, and other equipment by hand or mechanical means to regulate the flow of wastewater through various primary, secondary and tertiary treatment processes; and, maintaining an even flow to assure maximum efficiency of plant equipment and delivery of effluent to customers.

Maintains areas around meters, inspects meters and lines for damage or leaks.

Assists in collecting samples of wastewater and other materials at scheduled times; performing standardized control tests; operating, adjusting and maintaining chemical feed equipment to ensure compliance with established standards; performing record keeping functions such as logging plant operations, test results, maintenance work performed, and unusual operating conditions encountered; and, preparing special reports as required.

Inspects plant equipment and remote facilities and reports on failures or operating difficulties; stopping and

starting equipment as required for repair; and, cleaning, lubricating, and performing routine maintenance of plant equipment and facilities.

Performs routine and higher-level maintenance at plant facilities and grounds including washing down facility daily, maintaining grounds, the sludge handling facilities including odor control and performing general housekeeping duties; performs maintenance of plant machinery, equipment, piping and structures; cleans air diffusers, clears blockages from pipes and valves; performs repairs as necessary.

Reads and interprets meters, gauges, charts and instruments; changes recording charts and ensures their continuous operation.

Uses common hand and power tools and drives motorized vehicles and equipment in the performance of the work.

Observes safe work methods and safety precautions related to the work; prepares and maintains a variety of computerized and written records.

Performs other duties as assigned.

QUALIFICATION GUIDELINES

Knowledge of: Operation, maintenance and repair of wastewater reclamation plant equipment and facilities; wastewater treatment and reclamation principles, methods and practices; operation and maintenance of a wide variety of shop equipment, hand, and power tools and machinery used in the work; shop mathematics; safety rules, codes and regulations and safe work methods and precautions related to the work; using computer and related software applications; basic first aid and CPR techniques; methods and precautions in storing and handling chlorine and other hazardous gases, chemicals and pesticides; routine process control tests; preventative maintenance practices and procedures as applied to wastewater treatment facilities and collection systems.

Ability to: Operate wastewater treatment plant equipment; perform routine maintenance and make operating adjustments to wastewater equipment; confined space entry procedures; SCADA systems; cleaning and painting facilities and equipment; recognize unusual, inefficient or dangerous operating conditions and take appropriate action; read and record data from gauges and meters; read and interpret plant piping and distribution diagrams and schematics; instruct and direct the work of less skilled employees; perform routine control tests and adjust plant equipment accordingly; keep records and make oral and written reports of work performed; understand oral communication and be understood while using the District's radio communication system; establish and maintain effective working relationships with other employees and those contacted in the course of the work.

EDUCATION, EXPERIENCE, LICENSES AND CERTIFICATIONS

Education: Wastewater Services Technician I, II, and III- High School diploma or equivalent.

Experience: Wastewater Services Technician I - One year of experience operating and performing maintenance in a treatment plant or similar environment.

Wastewater Services Technician II - Two years of experience as a Wastewater Systems Technician I, or its equivalent; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

Wastewater Services Technician III - two years of experience as a Wastewater Systems Technician II, or its equivalent; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

License and Certifications

Wastewater Services Technician I - California Class C Driver's License; *Ability to obtain within two years as a condition of employment*: Wastewater Treatment Operator Grade I;

Wastewater Services Technician II - CWEA Collection System Grade I, Wastewater Treatment Operator Grade II; California Commercial Class C Driver's License with Tanker Endorsement.

Wastewater Services Technician III - CWEA Collection System Grade II, Wastewater Treatment Operator Grade III; California Commercial Class C Driver's License with Tanker Endorsement.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

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

Physical Demands:

While performing the duties of this job, the incumbent is regularly required to use hands and fingers to grasp and feel, reach with hands and arms, stand, walk, climb, balance, stoop, kneel, crouch, crawl, talk and hear. The incumbent is occasionally required to sit. The incumbent must regularly lift and/or move up to 20 pounds and must occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus. May be required to medically qualify and wear a District approved respirator.

Work Environment:

While performing the duties of this job, the incumbent is regularly exposed to moving mechanical parts and outside weather conditions. The incumbent is occasionally exposed to wet and/or humid conditions; fumes or airborne particles; toxic or caustic chemicals; risk of electrical shock; high, precarious places; and vibrations. The noise level will range from moderate to very loud.

POSITION DESCRIPTION APPROVED:



General Manager

5/1/2025
Date