

Sunnyslope County Water District

Water & Wastewater Utility Maintenance

DEFINITION

Under general supervision, perform activities in operation and maintenance in the water and wastewater system, related facilities, and assigned work of the Sunnyslope County Water District.

EXAMPLES OF IMPORTANT AND TYPICAL DUTIES

- Install, repair, replace, and maintain the following with proper tools and equipment:
 - Water – water services, fire hydrant, motor, pumps, valves, chlorinating equipment, treatment process, well sites, tank level gauges, piping pertaining to water distribution, and related system equipment.
 - Wastewater – sewer collection systems, sewer liftstations, manholes and cover, collect samples, monitor flows, and related system equipment.
- General upkeep of: plant, pump stations, buildings, grounds, and vehicles.
- Reads meters, groundwater level, and maintains records.
- Receive work order requests.
- Perform related duties and responsibilities as assigned.

QUALIFICATIONS

Experience and Training Guidelines:

- High School graduate.
- Current and valid California Vehicle Drivers License.
- Within 3-years of employment, receive the following certifications: Water Treatment Operator - Grade I, Wastewater Treatment Plant Operator – Grade I, and Water Distribution Operator – Grade I.

Knowledge of:

- Principal methods, materials, tools and equipment used in water/wastewater system operation and maintenance.
- Principles of various water/wastewater treatment processes including proper starting and stopping sequence for process systems and equipment.
- The use of gauges, meters and controllers, safety principles and practices, basic mathematics and basic chemistry.
- Standard procedures for evaluating result for each process, sampling, testing, and record keeping.

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Ability to:

- Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work, including general public and District personnel. Meet and deal tactfully and effectively with the public and District personnel in response to questions regarding policies and procedures.
- Understand and follow oral and written instruction. Communicate clearly and concisely, both orally and in writing. Understand the organization and operation of the District to assume assigned responsibilities.
- Learn, interpret, and apply proper techniques to the operation and maintenance of a water distribution and treatment system and a wastewater collection, treatment and disposal system.
- Perform accurate and quick: mathematical computations, comparisons of data, and record keeping.
- Plan and organize work to meet schedules and deadlines.
- Perform the full range of operation and maintenance of the water and wastewater systems.
- Operate heavy equipment as needed.
- Perform shift work, work on weekends, and work on holidays during emergencies or when scheduled as needed.

Date Approved: September 8, 1994

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