CITY OF SANTA CRUZ
WASTEWATER COLLECTION MAINTENANCE
TRAINEE/TECHNOLOGIST I/TECHNOLOGIST II

Reports to:	**Wastewater Collection Field Crew Leader or Wastewater Collection Manager**
Supervises:	**Non-Supervisory**
Bargaining Unit:	**Service**

BASIC FUNCTION

Under supervision, performs a variety of routine to skilled work in the inspection, construction, maintenance, and repair of the City's wastewater collection and stormwater systems; and performs related work as assigned.

DISTINGUISHING CHARACTERISTICS

Wastewater Collection Maintenance Trainee: This is the entry-level class in the Wastewater Collection Maintenance classification series. Under direct supervision, incumbents in this classification perform routine semi-skilled tasks and receive on-the-job training in the performance of more complex duties. Incumbents learn to perform a broad range of duties in the basic inspection, construction, maintenance, and repair of wastewater collection and stormwater systems working as a member of a crew. This class is alternately staffed with the Wastewater Collection Maintenance Technologist I and incumbents may advance to the higher-level class after gaining experience, certification, license, and demonstrating proficiency that meets the qualifications for the higher-level classification.

Wastewater Collection Maintenance Technologist I: This is the intermediate training and first journey-level class in the Wastewater Collection Maintenance classification series. Under general supervision, incumbents in this classification continue to perform less routine semi-skilled tasks and skilled tasks compared to those at the journey-level classes and receive training on more complex duties in the inspection, construction, maintenance, and repair of the City's wastewater collection and stormwater systems. As experience is gained, assignments become more varied and are performed with greater independence. Incumbents generally work as a member of a small crew but may be given independent assignments. This class is alternately staffed with the Wastewater Collection Maintenance Technologist II and incumbents may advance to the higher-level class after gaining experience, certification, license, and demonstrating proficiency that meets the qualifications for the higher-level classification.

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Wastewater Collection Maintenance Technologist II: This is the journey-level class in the Wastewater Collection Maintenance classification series. Under general supervision, incumbents perform the full range of duties required to ensure that City wastewater collection and stormwater system infrastructure are maintained in a safe and effective working condition and provide the highest level of safety for public use. Responsibilities include inspecting and attending to assigned areas in a timely manner and performing a wide variety of tasks in the inspection, construction, maintenance, and repair of assigned wastewater collection and stormwater systems. Incumbents generally work as a member of a small crew but may be given independent assignments and may, under direction, assist with training. This class is distinguished from the Wastewater Collection System Senior Maintenance Worker in that the latter is responsible for technical and functional direction over an assigned crew and is capable of performing the most complex duties assigned to the division.

TYPICAL DUTIES *(May include, but are not limited to, those duties listed below.)*

- Maintains the City's wastewater collection and stormwater systems in a safe and sanitary manner to ensure safe conditions for the City.
- Operates specialized vehicles and a variety of light, medium, and heavy equipment related to the inspection, construction, maintenance, and repair of the City's wastewater and stormwater infrastructure systems, including air compressors, pneumatic hammers, concrete saws, pipe cutters, sprayers, compactors, forklifts, and rollers.
- Inspects and tests lines in the collection systems visually or using closed-circuit television devices and other specialized testing equipment.
- Cleans the collection systems using appropriate rodding or high velocity cleaner equipment; drives and operates hydraulic vacuum or flush truck.
- Inspects, maintains, and repairs wastewater and stormwater lines, mains, laterals, manholes, and cleanouts to ensure compliance with established codes.
- Enters into confined spaces such as manholes, vaults, and tanks using appropriate safety procedures and apparatus.
- Locates wastewater lines by reading maps, drawings, and street markings.
- Performs asphalt and concrete repair and patchwork; removes trees, brush, and debris to access wastewater main lines and laterals and stormwater systems.
- Uses pavement breaker to begin trenches or make minor excavations, places shoring where required, and makes necessary installations and repairs to collection system pipelines; assists in backfilling excavations and applies temporary resurfacing to repair area.
- Maintains light, medium, and heavy equipment appropriate to the functional area of assignment; performs occasional fabrication and repair of equipment using arc and gas welding.
- Operates and maintains a variety of hand and power tools and equipment related to work assignment as instructed.
- Maintains work areas in a clean and orderly condition, including securing equipment at the close of the workday.
- Installs street barricades and cones, and controls traffic around work sites to ensure safe conditions for the general public and City workers.

- Applies chemicals and rodent bait to wastewater lines following appropriate safety procedures.
- Assists pump station maintenance crew as assigned.
- Provides needed information and demonstrations concerning how to perform certain work tasks to new employees in the same or similar class of positions.
- Responds to complaints and answers questions from public or escalates to supervisor, as necessary.
- Responds to operations, maintenance, and repair emergency situations as required.
- Maintains records and logs of daily activities; requests material and equipment as needed.
- Observes safe work methods and makes appropriate use of related safety equipment, such as respiratory personal protective equipment, as required.
- May, under direction, operate equipment such as backhoes, front-end loaders, and trucks.
- Performs related duties as assigned.

Wastewater Collection Maintenance Technologist II *(in addition to the above duties)*

- Provides needed information and demonstrations concerning how to perform certain work tasks to new employees in the same or similar class of positions.
- May provide technical and functional direction to an assigned crew in the absence of the Senior Collection System Maintenance Worker.

WORKING CONDITIONS

Position requires sitting, standing, walking on level, uneven, and slippery surfaces, reaching, twisting, turning, kneeling, bending, stooping, squatting, crouching, grasping, and making repetitive hand movements in the performance of daily duties. The position requires both near and far vision when operating assigned equipment. The ability to lift, carry, and push tools, equipment, and supplies weighing up to 95 pounds is also required. Additionally, the incumbent in this outdoor position works in all weather conditions, including wet, heat, and cold. The incumbent may be exposed to fumes, dust chemicals, and air contaminants, vibration and moving objects, such as rotating overhead cranes, may be exposed to gasoline when fueling vehicles, and will work at heights of up to 30 feet when inspecting equipment. The nature of the work requires the incumbent to work in confined spaces, and meet respiratory requirements. The incumbent may climb ladders, use power and noise producing tools and equipment, drive motorized vehicles, and work in heavy vehicle traffic conditions.

Some of these requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

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MINIMUM QUALIFICATIONS

Wastewater Collection Maintenance Trainee

Knowledge:

- Proper use and care of common hand tools.
- Safety procedures for operating equipment and power tools.

Abilities:

- Safely perform heavy manual labor (which involves frequent bending, pulling, pushing, lifting, and carrying of up to approximately 95 pounds) as determined by a pre-employment physical.
- Learn to operate power tools and equipment and to perform a variety of semi-skilled tasks.
- Follow manufacturers' safety data sheet (MSDS) instructions for division used chemicals.
- Work effectively as a member of a crew.
- Learn and follow department practices and procedures and City policies related to assigned duties.
- Understand and follow oral and written instructions.
- Use English effectively to communicate in person, over the telephone, and in writing.
- Establish and maintain effective working relationships with those contacted in the course of the work.
- Perform math calculations.

Wastewater Collection Maintenance Technologist I (*in addition to the qualifications for the Wastewater Collection Maintenance Trainee*)

Knowledge:

- Basic principles, practices, tools, and materials for installing, cleaning, and repairing wastewater collection and stormwater systems.
- The operation and minor maintenance of a variety of hand and power tools, vehicles, and power equipment.
- Safety equipment and practices related to the work, including the handling of hazardous chemicals and confined space entry.
- Traffic control procedures and traffic sign regulations.
- Techniques for providing a high level of customer service by effectively dealing with the public and City staff.

Abilities

- Perform semi-skilled construction, modification, maintenance, and repair work on wastewater collection and stormwater systems infrastructure such as found in the City.
- Safely and effectively operate and maintain various types of equipment used in wastewater collection and stormwater systems maintenance.

- Locate underground utilities in accordance with Underground Service Alert (USA) regulations.
- Set up and operate traffic area construction zones, including cones, barricades, and flagging.
- Perform work in a confined space following required confined space entry procedures.
- Make accurate arithmetic calculations.
- Read and interpret construction drawings and specifications.
- Work effectively alone and as a member of a crew.

Wastewater Collection Maintenance Technologist II (*in addition to the qualifications for the Wastewater Collection Maintenance Trainee and Wastewater Collection Maintenance Technologist I*)

Knowledge:

- Principles, practices, tools, and materials for installing, cleaning, and repairing wastewater collection and stormwater systems.
- Applicable Federal, State, and local laws, codes, and regulations relevant to assigned area of responsibility.

Abilities:

- Perform semi-skilled and skilled construction, modification, maintenance, and repair work on wastewater collection and stormwater systems infrastructure such as found in the City.
- Safely and effectively operate and maintain specialized maintenance and repair equipment related to wastewater collection and stormwater systems inspection, cleaning, maintenance, and repair.
- Determine materials and supplies required for repair.
- Maintain accurate logs, records, and basic written records of work performed.
- Organize own work, set priorities, and meet critical time deadlines.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.

OTHER REQUIREMENTS

- Willingness to perform on-call duty assignment and call-back work as required.
- Willingness to wear a uniform.
- Must be clean shaven at all times as required to wear respiratory protection equipment.
- Must maintain compliance with respiratory requirements.
- Must reside within a 30 minute response time by the end of probationary period.

EDUCATION AND EXPERIENCE

Any combination of education and experience that provides the above knowledge, skills, and abilities combined with any required licenses is qualifying. A typical way to obtain the required qualifications is to possess the equivalent of the following:

Wastewater Collection Maintenance Trainee

- High school degree or equivalent; and
- Some paid or unpaid manual labor experience.

Wastewater Collection Maintenance Technologist I

- High school degree or equivalent, with commensurate math skills; and
- One (1) year of experience performing duties comparable to those of the City's Wastewater Collection System Maintenance Technologist Trainee.

Wastewater Collection Maintenance Technologist II

- High school degree or equivalent; and
- Two (2) years of increasingly responsible experience in the operation, installation, maintenance and repair of wastewater/stormwater collection systems, or equivalent as defined by the California Water Environment Association (CWEA).

LICENSES/CERTIFICATES

Wastewater Collection Maintenance Trainee

- Possession and continued maintenance of a valid California Class C Driver's License.
- Must possess a California Class B Driver's License with the appropriate endorsements by the end of twelve (12) month probationary period.
- Must possess a valid Grade I Wastewater Collection System Maintenance Technologist Certificate issued by the California Water Environment Association (CWEA) within four (4) qualifying test cycles[1].
- Must possess First Aid and Cardiopulmonary Resuscitation (CPR) certification by the end of twelve (12) month probationary period.

Wastewater Collection Maintenance Technologist I

- Possession and continued maintenance of a valid California Class B Driver's License with the appropriate endorsements.
- Possession of a Grade I Wastewater Collection System Maintenance Technologist Certificate issued by the California Water Environment Association (CWEA).
- Must possess a valid Grade II Wastewater Collection System Maintenance Technologist Certificate issued by the California Water Environment Association (CWEA) within four (4) qualifying test cycles.

[1] One test cycle is a maximum of six months.

- Must possess First Aid and Cardiopulmonary Resuscitation (CPR) certification by the end of six (6) month probationary period.

Wastewater Collection Maintenance Technologist II

- Possession and continued maintenance of a valid California Class B Driver's License with the appropriate endorsements.
- Possession of a Grade II Wastewater Collection System Maintenance Technologist Certificate issued by the California Water Environment Association (CWEA).
- Possession of First Aid and Cardiopulmonary Resuscitation (CPR) certification.

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Career Ladder

- Wastewater Collection Manager
- Wastewater Collection Field Crew Leader
- Senior Wastewater Collection Maintenance Technologist
- *Wastewater Collection Maintenance Trainee/Technologist I/Technologist II*