

COLLECTION SYSTEM MAINTENANCE WORKER

DEFINITION

Performs skilled and semi-skilled work in support of all District collection system installation, inspection, preventive and corrective maintenance and repair activities; performs closed circuit television inspection and cleaning of lines; performs preventive and corrective maintenance, servicing and mechanical repair of stationary pumping station and mobile equipment; and performs related work as assigned.

SUPERVISION RECEIVED AND EXERCISED

Direct supervision is given by the Collection System Maintenance Supervisor and may also receive direction from the Senior Collection System Maintenance Worker. Occasional direction and basic instruction in work procedures may be provided to less experienced field maintenance support staff.

CLASS CHARACTERISTICS

The Collection System Maintenance Worker participates in all District activities required to install, inspect, maintain and repair collections system facilities and equipment, including main sewer lines, laterals, pumping stations and mobile equipment. The work involves preventive and corrective maintenance program implementation and assistance in ensuring that the District meets all regulatory agency requirements. Assignments may vary with the skill and training of the incumbent; however, all employees are cross-trained in all assignments and the use of all equipment. This class is distinguished from Senior Collection System Maintenance Worker in that the latter performs troubleshooting duties and a higher level of skilled equipment repair in addition to acting as a crew leader and training staff in work procedures.

EXAMPLES OF DUTIES (Illustrative Only)

- Inspects underground sewer pipes, lateral connections and associated appurtenances using closed-circuit television equipment to locate leaks, breaks, infiltration and the buildup of dirt, debris, roots and other materials on a scheduled preventive maintenance basis.
- Responds to customer complaints or problems and uses inspection equipment to identify causes and facilitate repair.
- Operates high velocity cleaning and rodding equipment to clean and flush sewer lines on a scheduled or unscheduled basis.
- Sets up traffic control and safety equipment when using vehicles on a street or other roadway; uses safety equipment and observes all safety procedures as specified by the District.
- Notifies supervisor of the need for repair or additional maintenance as found during routine inspection and cleaning activities; prepares work orders or notes service requirements.
- Services and maintains mobile equipment in a clean and orderly condition; makes minor repairs as needed; may service and repair television inspection and specialty high velocity cleaning equipment.

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- Inspects pumping stations on a scheduled basis; reads and records flow meters and gauges; performs servicing and repair of pumps, motors, valves and other mechanical and electrical equipment.
- Contacts the public to inform them of activities and shut-downs; explains applicable rules and regulations.
- Ensures that adequate materials and supplies are available for maintenance and repair work.
- Responds to emergency calls for service; assists in mitigating overflow spills and damage as required.
- Performs installation, maintenance and repair of underground lines, often with the assistance of contract staff.
- Marks the location of underground wastewater lines in response to USA requests.
- Maintains accurate records of work performed.
- May serve as crew leader on a project basis; may instruct less-experienced staff in work procedures.
- May enter data into an automated work order tracking system.

QUALIFICATIONS

Knowledge of:

- Principles, practices, tools, equipment and supplies required to maintain and repair a wastewater collection system, including underground sewer lines and laterals and pumping stations.
- Basic principles and practices of mobile equipment servicing and repair.
- Safety practices related to the work, including confined space entry.
- Principles and practices of public agency contract oversight.
- Applicable laws, codes and regulations.
- Basic computer applications related to the work.
- Techniques for providing a high level of customer service to public and District staff, in person and over the telephone.

Skill in:

- Performing skilled and semi-skilled work related to the installation, inspection, maintenance and repair of underground sewer lines and laterals and pumping stations.
- Performing servicing and minor maintenance on a variety of stationary and mobile equipment.
- Safely using hand and power tools related to the work and driving and operating trucks and equipment.
- Interpreting and explaining laws, regulations, policies and procedures.
- Making accurate mathematical calculations.
- Reading maps, manuals and specifications.
- Responding effectively to emergency situations and troubleshooting such situations.
- Prioritizing own work and using independent judgment within procedural guidelines.
- Maintaining accurate records of work performed.
- Serving as crew leader on a project basis.
- Establishing and maintaining effective working relationships with those contacted in the course of the work.

Education and Experience:

Equivalent to graduation from high school and two years of experience in wastewater or storm sewer line cleaning and maintenance.

Interpersonal Effectiveness:

Ability to work effectively in a team-based organization focused on continuous improvement; establish and maintain a positive customer service attitude and effective working relationships with customers; demonstration of strong two-way communication skills, including the ability to listen, explain, and facilitate; ability to ask for input; offer help without being asked; accept suggestions; work with others to solve problems; and provide recognition and encouragement.

License and Certification:

Must possess and keep current or obtain during the probationary period a valid California class B driver's license with Air Brakes and Tanker Endorsements and have a satisfactory driving record. Must obtain a Grade I level Collection System Maintenance certificate issued by the California Water Environmental Association in a time period specified by the District. Must possess or obtain Cardiopulmonary Resuscitation, AED and First Aid certificates within a time period specified by the District.

Other Requirements:

Willingness and ability to work scheduled and emergency overtime; and attend meetings, workshops, and seminars during work and non-work hours as assigned. Must be available to be on-call on a scheduled basis and available for emergency response.

Physical Requirements:

Be able to possess mobility to inspect various collection system and pumping station sites; physical stamina to perform system and maintenance repair work, work on uneven terrain; vision to read printed materials and a computer screen and hearing and speech to communicate in person, and over the telephone; sit and stand for long periods of time, bend, stoop, pull, stretch and reach; and strength and stamina to safely lift and carry up to 80 pounds.

Work Environment:

The work requires outside exposure to all weather conditions with, dust, noise, traffic, some potentially hazardous materials and electrical or heavy equipment. Works indoors, using computer monitor, works around others, works alone, works with others.