

Goleta Sanitary District Job Description

Job Title: Collection Maintenance Technician I
Department: Collection System Operations
Reports To: Collection System Supervisor
FLSA Status: Non Exempt (Non-salary)

SUMMARY

Under general supervision, performs a variety of duties in the maintenance, repair and installation of sewerlines and pumping stations.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Performs skilled work in construction, maintenance, and repair of sanitary sewage facilities and pump stations.

Operates and maintains trucks, compressors, jetrodders and other sewer cleaning equipment, and pavement-breaking equipment.

Makes excavations, repairs and/or replaces manhole covers, frames and vaults.

Operates equipment used for repair, replacement, location, marking, dye-testing, smoke-testing, air and water testing of sewerlines and appurtenances.

Performs vehicle and collections office housekeeping, buildings and landscape maintenance tasks, cleans and cares for tools and equipment.

Performs computer operations, including data entry and generates work orders and reports.

Operates the geographical information computer system, generates sewerline plans and reports. Provides the general public with sewerline location and information using computer or actual as built maps.

Responds to night and weekend emergency call-outs.

Performs inspections of all District sewage facilities and appurtenances

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Knowledge Of: Understanding and semi-skilled use of tools, materials, and equipment used in maintaining wastewater collection system equipment; methods and procedures for minor maintenance and repair of hydraulic and mechanical equipment, gas and diesel engines, pumps, and valves. Proficient in principles and procedures of record keeping. Safe work practices

Ability to: Read and understand various blueprints, schematics, layout sketches, preliminary and as built plans. Understand and follow oral and written directions. Use and operate hand tools, power tools and equipment in a safe and efficient manner. Perform a variety of manual tasks for extended periods of time and in unfavorable weather conditions. Establish and maintain effective working relationships with those contacted in the course of the work. Maintain physical condition appropriate to the performance of assigned duties and responsibilities. Use self-contained breathing apparatus

EDUCATION and/or EXPERIENCE

High school diploma or general education degree (GED). Understanding and experience in the use of tools and equipment for the repair, replacement and operation of maintenance and mechanical equipment such as pumps, motors, valves, pipelines, pipefitting and engines; or an equivalent combination of training and experience.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to speak effectively on a one-to-one basis and in a small group situations with employees and/or the public.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure.

REASONING ABILITY

Ability to apply common sense understanding to carry out instructions given in written, oral, or diagram form.

CERTIFICATES, LICENSES, REGISTRATIONS

A valid class C California drivers license with a satisfactory driving record.

Possession of a California class B drivers license within two months of date of hiring.

Attainment of California Water Environment Association Collection System, or Maintenance Technologist Grade I Certificate within one and one half (1-1/2) years from date of hiring.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by an employee 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 employee is regularly required to stand; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to walk; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. The employee is occasionally required to sit. The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 50 pounds, and 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. The employee is occasionally required to work in confined spaces or other areas with potentially hazardous atmospheres requiring the use of self contained breathing apparatus (SCBA) or respirators and in that respect is required to follow the District's facial hair policy.

MENTAL DEMANDS

While performing the duties of this class, employees are regularly required to use oral and written communication skills; read documents or instructions; analyze and solve problems; observe and interpret data or information; use mathematical reasoning; learn and apply new information or skills; work under changing intensive deadlines with constant interruptions.

WORK ENVIRONMENT

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts, fumes or airborne particles, toxic or caustic chemicals, and outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions; high, precarious places; extreme cold; extreme heat; and risk of electrical shock. The noise level in the work environment is usually moderate.