

## COLLECTION SYSTEM WORKER III

### JOB SUMMARY

Under direction, plans, directs and oversees the work of a collection system crew in the performance of construction, repair work, operation and maintenance of the wastewater collection system. May be assigned to assist in the maintenance of treatment plants and associated pipeline maintenance on a regular basis, and may be assigned to assist other work groups in Operations, on an as-needed basis; and performs other related duties as assigned.

The Collection System Worker III is the full journey-level position in the Collection System Worker series. The incumbent serves as the lead worker in the performance of assigned, prescheduled and emergency maintenance and repair work of a collection crew; incumbent also performs the most advanced maintenance and repair work; and incumbent assigns, checks, guides, corrects, trains, reports on, and participates fully in the work.

### EXAMPLES OF DUTIES

*(Duties include but are not limited to the following):*

- Oversees the work of crew members.
- Participates fully in the work of wastewater collection crews.
- Trains workers in the performance of construction, maintenance and repair work.
- Listens to, checks and resolves customer concerns and/or complaints.
- Operates and oversees the operation of various types of equipment, such as blowers, high pressure cleaning trucks, power rodders, tractors, vactor trucks, televising equipment, and various types of safety equipment.
- Maintains records for equipment check out.
- Maintains, inspects, and repairs sewer lines and cleans collection system and lift stations.
- Repairs and installs sewer mains, laterals and sewer lines.
- Provides location services for mark-out of sewer lines and laterals.
- Removes and replaces sewage lift station pumps, mechanical pumps and electric motors.
- Leads and assists in the work at District disposal sites and treatment facilities.
- Conducts preventative maintenance of the collection system.
- Collects samples for laboratory analysis following established procedures for sampling and documentation.
- Places signs and safety devices; oversees the placement of required traffic control devices at work sites.
- Maintains all collection system records of inspection, cleaning, work performed, and work needed.
- Assists the supervisor in compiling data and preparing reports for regulatory purposes.

- Cleans and installs wet taps into existing sewer mains.
- Provides inspection assistance to engineering regarding the installation of sewer pipes by others.
- Notifies immediate supervisor of employee performance problems.
- Reports problems encountered in the assigned work and progress in completing work assignment to the supervisor.
- Inputs daily data into the computerized information system and reviews crew data for accuracy of information.
- Raises manholes to grade and performs other related manhole maintenance duties.
- Assists the supervisor in developing and enforcing all safety regulations and safe work practices within the crew.
- Performs other related duties as assigned.

### **EMPLOYMENT STANDARDS:**

#### Knowledge of:

- Proper methods, materials, tools and equipment used in the construction and maintenance of wastewater collection systems.
- Basic math.
- Basic principles of leadership and training.
- Types and identity of soil needing shoring.
- Appropriate methods and safety precautions in trench excavation and confined space entry.
- Types and levels of maintenance and repair activities generally utilized in a maintenance program for wastewater collection systems.
- Regulatory requirements and implementation associated with wastewater collection systems.
- Spill reporting procedures.
- Appropriate safety precautions and procedures.

#### Ability to:

- Perform and train others in the performance of a variety of skilled and semi-skilled tasks in construction and maintenance of wastewater collection systems.
- Read, write and perform mathematical calculations at the level required for successful job performance.
- Read and follow blueprints and engineering sketches.
- Operate pneumatic and power equipment.
- Maintain and care for pumping equipment.
- Maintain accurate and complete records.
- Understand pertinent procedures quickly and apply them without immediate supervision.
- Assign, check, correct and participate fully in the work assigned.
- Prepare basic reports regarding the status of collection system assignments.
- Handle District responsible flooding issues.
- Operate a vehicle observing legal and defensive driving practices.
- Understand and carry out oral and written instructions.
- Establish and maintain effective relationships with those contacted in the course of work.
- Be available for overtime, standby and after-hour emergencies.

#### Experience and Education:

Any combination of training, experience and education that could likely provide the required knowledge and abilities stated above, and the ability to perform the duties of the position would be qualifying. A

typical way to obtain the knowledge and abilities would be:

Experience: Three years of progressively responsible experience in the operation of sewer collection systems and pump stations.

Education: Formal or informal education or training at a level which ensures the ability to read, write, and perform mathematical computations and write reports at a level necessary for successful job performance. Supplemental training or coursework in the principles of supervision is desired.

Licenses and Certificates:

1) Possession of a valid California driver's license, Class B, with ability to maintain insurability under the District's insurance carrier. 2) Possession of a California Water Environmental Association Collection System Maintenance Certificate, Grade III, is highly desirable.

Physical Demands:

See to read fine print; have depth perception; reach horizontally and vertically with arms; operate hand and power tools requiring strength and coordination; sit or stand for prolonged periods; use lower body mobility to stand, walk, stoop, bend, crawl and extend legs; regularly lift over 50 pounds and frequently, over 100 pounds, with assistance; be exposed to harsh substances; be exposed to foul odors within acceptable ranges/levels; work in confined spaces; wear protective apparel including, but not limited to goggles, face protectors, aprons, shoes and a respirator as required by OSHA standards.

**OTHER REQUIREMENTS:**

May be required to work evenings, weekends and holidays, and assume stand-by duty as necessary.

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