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FLSA: NON-EXEMPT
SEIU

WASTEWATER COLLECTION SYSTEMS WORKER II

DEFINITION

Under general supervision, performs a variety of skilled work in the construction, modification, maintenance, and repair of City infrastructure, including wastewater collection, stormwater and drainage, and related systems; uses and operates a variety of manual and power tools and light to heavy power-driven equipment; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Public Works Supervisor and work direction and training from the Wastewater Collection Systems Coordinator and Senior Wastewater Collection Systems Worker. Exercises no supervision of staff.

CLASS CHARACTERISTICS

This is the full journey-level class in the wastewater collection systems worker series that performs the full range of duties required to ensure that City infrastructure, systems, and facilities to which assigned, 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 maintenance and repair of assigned infrastructure and systems. Positions at this level are distinguished from the I-level by the performance of the full range of duties as assigned, working more independently, and exercising a higher level of judgment and initiative. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit. This class is distinguished from the Senior Wastewater Maintenance Worker in that the latter is responsible for technical and functional supervision of lower-level maintenance staff and can perform the most complex duties assigned to the crew.

EXAMPLES OF DUTIES

Depending upon assignment, duties may include, but are not limited to, the following:

- Performs construction, maintenance, and repair activities of City wastewater collection, stormwater and drainage, and related systems, to ensure safe and efficient access for the public.
- Installs, maintains, and repairs wastewater mains and laterals, manholes, pipes, and other related facilities and equipment to ensure compliance with established codes.
- Inspects and tests underground wastewater collection pipes, lateral connections, storm drain interceptors, and associated appurtenances using closed-circuit television (CCTV) devices and other specialized testing equipment to locate leaks, breaks, infiltration and the buildup of dirt, debris, roots, and other materials.
- Examines, maintains, cleans and unplugs collection lines with a variety of specialized equipment including hydro-cleaning and rodding equipment.
- Opens trenches or makes minor excavations to install, maintain, and repair wastewater collection system pipelines; repairs concrete and asphalt, including temporary street patches.

- Participates in asphalt maintenance and repairs, including demolition and preparation of areas to be resurfaced, applying, raking, compacting, and paving appropriate materials to the surface, and cleaning up work areas; repairs and patches potholes as needed.
- Performs a variety of duties in the maintenance of drainage structures to ensure efficient drainage, including inspecting and cleaning stormwater conveyance systems, removing/abating weeds and other invasive vegetation, and removing sediments, debris, and trash from channels; records location and quantity of debris removed.
- Inspects assigned City infrastructure for safety issues, structural integrity, and possible future work projects and programs, and appropriately marks areas that need to be repaired.
- Operates and maintains specialized vehicles and a variety of light, medium, and heavy equipment and hand and power tools related to the construction, maintenance, and repair of infrastructure and related systems.
- Observes safe work methods and makes appropriate use of related safety equipment as required.
- Develops traffic safety control plans, including installation of street barricades and controls traffic around work sites and special events to ensure safe conditions for the general public and City workers.
- Maintains public facilities, shop and garage areas, storage sites, and other work areas in a clean and orderly condition, including securing equipment at the close of the workday.
- Provides needed information and demonstrations concerning how to perform certain work tasks to new employees in the same or similar class of positions.
- Maintains accurate logs and records of work performed and materials and equipment used.
- Responds to after-hours emergencies.
- Assists other maintenance workers as needed.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Maintenance principles, practices, tools, and materials for maintaining and repairing City infrastructure, including wastewater collection systems, stormwater and drainage systems, and related appurtenances.
- Traffic control procedures and traffic sign regulations.
- The operation and minor maintenance of a variety of hand and power tools, vehicles, and light to heavy power equipment.
- Operational characteristics of specialized construction maintenance and repair equipment.
- Occupational hazards and safety equipment and practices related to the work, including the handling of hazardous chemicals.
- Applicable Federal, State, and local laws, regulatory codes, ordinances, and procedures relevant to assigned area of responsibility.
- Basic mathematics.
- Safe driving rules and practices.
- Basic computer software related to work.
- English usage, spelling, vocabulary, grammar, and punctuation.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.

Ability to:

- Perform construction, modification, maintenance and repair work on City infrastructure, wastewater collection systems, stormwater and drainage systems, and related appurtenances.
- Perform assigned maintenance and repair duties with accuracy, speed, and minimal supervision.
- Operate specialized construction maintenance and repair equipment.
- Troubleshoot maintenance problems and determine materials and supplies required for repair.
- Interpret and apply the policies, procedures, laws, codes, and regulations pertaining to assigned programs and functions.
- Set up and operate traffic area construction zones, including cones, barricades, and flagging.
- Locate underground utilities by use of blueprints and electronic locating equipment in accordance with Underground Service Alert (USA) regulations.
- Read, interpret, and apply technical information from manuals, drawings, specifications, layouts, blueprints, and schematics.
- Follow department policies and procedures related to assigned duties.
- Make accurate arithmetic calculations.
- Safely and effectively use and operate hand tools, mechanical equipment, power tools, and light to heavy equipment required for the work.
- Perform routine equipment maintenance.
- Maintain accurate logs, records, and basic written records of work performed.
- Understand and follow oral and written instructions.
- Organize own work, set priorities, and meet critical time deadlines.
- Use English effectively to communicate in person, over the telephone or radio, and in writing.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to the completion of the twelfth (12th) grade and two (2) years of experience in construction, maintenance, and/or repair of stormwater and drainage systems, wastewater collection systems, and appurtenances, or two (2) years of experience equivalent to Wastewater Maintenance Worker I at the City of Sausalito.

Licenses and Certifications:

- Possession of, or ability to obtain, a valid California Class B Driver's License by time of appointment.
- Possession of a Grade II Collection System Maintenance Certificate issued by the California Water Environment Association.

PHYSICAL DEMANDS

Must possess mobility to work in the field; strength, stamina, and mobility to perform medium to heavy physical work, to work in confined spaces and around machines, to climb and descend ladders, to operate varied hand and power tools and construction equipment, and to operate a motor vehicle and visit various City sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone or radio. The job involves fieldwork requiring frequent walking in

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operational areas to identify problems or hazards. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate above-mentioned tools and equipment. Positions in this classification bend, stoop, kneel, reach, and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 75 pounds, or heavier weights with the use of proper equipment.

ENVIRONMENTAL ELEMENTS

Employees work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives and contractors in interpreting and enforcing departmental policies and procedures.

WORKING CONDITIONS

May be required to be on-call and to work various shifts or emergencies on evenings, weekends, and holidays.