



Hi-Desert Water District Classification Specification

Job Title: Water Quality Technician I

Job Grade: 8

FLSA Status: Non-Exempt

Date: February 22, 2011

JOB SUMMARY

Under general supervision of the Water Quality Technician II, the Water Quality Technician I is responsible for administrating, surveying and requiring protection to protect the District from potential or actual cross-connections. This position also serves as an intermediate level Water Quality Technician and performs at intermediate level capacity those duties assigned to the District's Water Quality Technician II, including but not limited to sampling, flushing, chlorination, work orders and facility maintenance.

ESSENTIAL FUNCTIONS *(include but are not limited to the following)*

*Class specifications are only intended to present a description summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not** include all duties performed by individuals within a classification. In addition, specifications are intended to outline the minimum qualifications necessary for entry into the class and do not necessarily convey the qualifications of the incumbents within the class.*

- Inspects commercial accounts and facilities for possible cross-connections; logs information of backflow devices and customer survey in computer; checks cross-connection hazards and recommends backflow protection; maintains cross-connection control database.
- Contacts customers regarding the inspection of water use, installation of backflow protection and testing. Checks on customer compliance of regulations; responds to customer complaints regard cross-connection control issues.
- Responds to emergency and after-hours repair service calls.
- Completes accurate work orders and other forms.
- Shop and facilities maintenance as requested.
- On-call duty.
- Collects samples to be analyzed for various constituents as directed.
- Performs maintenance on chlorine generation units.
- Responds and reacts to customer inquiries and complaints about District water quality as directed.
- Monitors, records, adjusts, operates and maintains treatment and disinfection plants, units and facilities.
- Operates and maintains District water and pumping equipment including electric motors, engines, gas and electric power pumps, air compressors, emergency systems, sounds wells and maintains piping systems.
- Checks pumping and storage operations, records readings from meters and gauges, and as necessary, make operating adjustments.

- Operates and maintains facilities related to groundwater recharge operations.

JOB SPECIFICATIONS

Knowledge of:

- Knowledge of District facilities and operation.
- Proficient knowledge in the installation, maintenance, and repair of backflow assemblies and the prevention of cross-connections.
- Proficient knowledge of State and Federal regulations and standards and how they are applied to the District.
- Communicate and work effectively with customers
- District safety rules and procedures.

Skills and Abilities:

- Problem solve and troubleshoot field related issues.
- Maintain accurate records and operate a computer.
- Safely operate District vehicles and equipment.
- Communicate and work effectively with customers.
- Ability to attend and pass required certification/continuing education training courses beyond normal working hours.

PHYSICAL, MENTAL AND ENVIRONMENTAL WORKING CONDITIONS

The essential functions of this position may require the employee to perform the following physical activities. Some of these requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

Physical Demands

- Operates District vehicles and equipment in distribution system construction, maintenance, and repair work.
- Enters and exits a vehicle multiple-times daily.
- Must be able to frequently carry, push, pull, reach, and lift equipment and parts weighing up to 100 pounds.
- Frequently stoops, kneels, crouches, crawls, and climbs during field maintenance and repair work.
- Walks, stands and crouches on narrow, slippery, or erratically moving surfaces, or uneven terrain.
- Works in an environment with exposure to dust, dirt, and significant temperature changes between cold and heat.
- Communicates orally with District staff in face-to-face, one-to-one, and group settings.
- Regularly uses a telephone and mobile radio for communication.
- Uses office equipment such as computer terminals, copiers, and FAX machines.
- Stands and walks for extended time periods.
- Hearing and vision within normal ranges with or without correction.

QUALIFICATIONS

Education, Training and/or Previous Work Experience

Any combination of experience and training that would provide the knowledge and abilities to perform the position is qualifying. A typical way to obtain the required knowledge and abilities would include the following:

- High school diploma or equivalent.
- Two years of experience in the operation and maintenance of a water distribution system with an additional year of experience working as, or within the duties of, the District's Cross Connection Control Program.

License / Certificate:

- Possession of a valid Class C California driver's license and satisfactory driving record free from multiple or serious traffic violations or accidents for a period of at least two (2) years.
- Possession of a California State Water Resources Control Board Grade 2 Water Distribution Certificate.
- Possession of a California State Water Resources Control Board Grade 2 Water Treatment Certificate.
- Possession of an AWWA Cross Connection Program Specialist Certification.

Other requirements:

- Completion of and satisfactory results of pre-employment drug and alcohol test; physical examination (including x-ray) indicating fitness for duty; DMV record review; and background investigation.
- This is a safety- related position subject to the District's Drug Prevention and Employee Testing Program.