

CITY OF DALY CITY
JOB SPECIFICATION

APPROVED BY
PERSONNEL BOARD: 02/08/2007
CITY COUNCIL: 02/26/2007
RES. NO. 07-35

COLLECTION SYSTEM MAINTENANCE WORKER III

DEFINITION

Under general supervision, performs preventative, corrective and emergency maintenance construction and repair to collection system facilities; handles public relations in the field; and performs other duties as assigned.

Collection System Maintenance Worker I is the entry-level class and Collection System Maintenance Worker II is the journey level class in the series. Incumbents in the Collection System Maintenance Worker I class will progressively perform most of the duties required in the series but are not expected to function at the same skill level and will usually exercise less independent direction and judgment on matters related to work procedures and methods. Work is usually supervised while in progress and fits an established pattern that has been explained in detail as they arise. Under the flexible staffing concept, Collection System Maintenance Worker II positions that may become vacant may reasonably be filled at the Collection System Maintenance Worker I or Utility Maintenance Worker level for training purposes.

Positions in the Collection System Maintenance Worker II class are flexibly staffed and normally filled by advancement from the Collection System Maintenance Worker I class, or when filled from the outside, require prior specific experience in building related and/or wastewater/water-delivery-related construction and maintenance. Appointment to this class requires the employee to be performing substantially the full range of wastewater/water-delivery-related construction and maintenance duties and to meet the qualification standards for the class. This class requires the ability to work independently exercising judgment and initiative. Duties will normally require the ability to operated the full range of tools and mechanical equipment related to water maintenance.

EXAMPLES OF DUTIES

Safely operates sewer cleansing and inspection equipment such as power rodder, flusher and vacuum truck, and television monitoring equipment; performs preventative maintenance on sanitary sewer infrastructure; responds to service requests; unclogs mainline stoppages; keeps records of sewer line cleanings and state of existing problems within the collection system infrastructure; cleans and disinfects residential basements and other areas flooded as a result of sewer stoppages; repairs main line

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breaks, manholes and related structures; operates compressor, air tools, tamper, backhoe, front loader, and other related construction tools; conducts daily inspections; performs routine preventative maintenance and repairs to wastewater pumping stations and equipment and regularly prepares routine reports and logs including daily activity reports. May undertake minor carpentry, plumbing, cement work and electrical work; may be required to work under adverse conditions.

MINIMUM QUALIFICATIONS

Knowledge of: Preventive maintenance, repair and record-keeping procedures of typical wastewater collection system; methods, tools, material and equipment used to clean and unclog sanitary sewer lines; wastewater pumping station equipment; occupational hazards, safety precautions and principles of accident prevention.

Ability to: Locate, detect cause, and correct sewer stoppages; detect and perform minor repairs and adjustments to sewer equipment; maintain pumps and related mechanical equipment; perform heavy manual labor involving lifting, carrying, kneeling, crawling and climbing; carry out written and oral instructions; make arithmetic calculations involving fractions, decimals and percentages; use CRTs, PCs, and computer-based data systems; work in atmosphere which often involves noxious odors, noise, gases, contact with wastewater and risk of bodily injury; maintain an appropriate public service demeanor and positive customer service interactions; report back to work to respond to after hour call backs and to report to duty during an emergency; adhere to Standby Duty Procedures; interact positively and cooperate with co-workers, respond politely to customers, work as a team member, function under demanding time pressure, respond in a positive manner to supervision, and attend work and perform duties on a regular and consistent basis.

Physical Capability to: Perform moderate, and sometimes strenuous, sustained manual labor; walk, climb, lift, crawl, stoop and bend to reach work; work safely in confined spaces; and work outdoors in temperature extremes and inclement weather.

Experience:

- Collection System Maintenance Worker I, entry level: one (1) year, full-time, paid experience in construction, maintenance, or other semi-skilled, physical work.
- Collection System Maintenance Worker II: two (2) years full-time, paid experience in construction or maintenance work in a wastewater collection system or the plumbing trade.

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Education:

- Collection System Maintenance Worker I, entry level; completion of the tenth grade. Graduation from high school or the equivalent is desirable and required to advance to Level II in the classification series.
- Collection System Maintenance Worker II: Graduation from high school or equivalent.

License:

- Possession of a valid, Class C, California Driver's License at the Collection System Maintenance Worker I level.
- To be appointed to the Collection System Maintenance Worker II level, individual must possess a valid Class B California Driver's License with a Tank Endorsement (including acceptable driving record) and a Wastewater Collection System Maintenance Certificate Grade I issued by the California Water Environment Association.

R: 02/07