

## City of Fort Worth, Texas Job Description

<b>Classification Title</b>	Senior Water Systems Technician		
<b>Job Code:</b>	TC5540	<b>Job Family:</b>	Technical/Para-Professional
<b>Pay Grade</b>	510	<b>Date Reviewed:</b>	07/17/15
<b>FLSA Status</b>	Nonexempt	<b>Date Revised:</b>	

### GENERAL SUMMARY

Performs a variety of technical tasks in the operation and maintenance of the City's water or wastewater treatment plants, facilities and equipment. Maintains, observes, monitors and adjusts the biological and chemical processes in order to protect the public, the environment and Texas waterways.

### ESSENTIAL DUTIES & RESPONSIBILITIES

*The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this job. Incumbents may be requested to perform job-related tasks other than those specifically presented in this description.*

1. Schedules, prioritizes and oversees daily water treatment and distribution activities of the water facility during the designated shift. Gathers inputs and monitors water quality requirements to meet federal and state regulations.
2. Collects water samples, monitors chemicals and performs analysis of biological treatment process and makes adjustments for daily records and evaluations by state-regulated lab.
3. Checks samples, monitors chemicals and performs analysis of the biological treatment process and makes needed adjustments at the wastewater treatment plant.
4. Provides monitoring and oversight of the reclamation system and turbine energy systems within the wastewater plant, checks UV system, high rate clarifier system, blowers and pumps.
5. Assigns, directs, trains and reviews work of employees engaged in operation and maintenance.
6. Evaluates, diagnoses and troubleshoots maintenance issues and organizes taking equipment out of service for repair.
7. Responds to and resolves public inquiries and complaints.
8. Creates and inputs plant records into plant record keeping software. Prepares required facility reports.
9. Assists weekly and monthly plant safety checks.
10. Ensures work quality and adherence to established policies and procedures and performs the technical and complex tasks relative to plant systems and operations.

11. Performs other related duties as required.
12. Adheres to assigned work schedule as outlined in the Department and City attendance policies and procedures; ensures all behaviors comply with the City's Personnel Rules and Regulations.

### **KNOWLEDGE, SKILLS & ABILITIES**

- **Knowledge of:**
  - Materials, methods, practices, and equipment used in water or wastewater plant operations including valves, pumps, and motors.
  - Operational characteristics, services, and activities of a water or wastewater plant operation program.
  - Principles of training and monitoring lower level staff.
  - Interpret and explain applicable policies and procedures.
  - Functions and purposes of water or wastewater treatment systems.
  - Chemistry as well as mechanical and electrical instrumentation equipment.
  - Occupational hazards and standard safety precautions.
  - Principles of training and monitoring lower level staff.
  - Computer systems operations.
  - Pertinent Federal, State and local laws, codes and regulations.
  - Engine operation and principles including repair of large stationary engines.
- **Skill in:**
  - Planning and prioritizing.
  - Observation and decision-making.
  - Organization and time management.
  - Analytical and supervisory.
  - Data input.
- **Ability to:**
  - Operate and maintain water or wastewater treatment plant and equipment.
  - Read gauges and other recording devices at treatment plants and facilities.
  - Perform water quality control testing analyses and procedures.
  - Perform mathematical calculations for operational control, water quality analyses and calculation of disinfection guidelines.
  - Recognize and react to treatment process changes and demands.
  - Prepare clear and concise reports.
  - Communicate clearly and concisely, both orally and in writing.
  - Establish and maintain effective working relationships.

### **MINIMUM JOB REQUIREMENTS**

HS diploma/GED with specialized training in water/wastewater plant treatment operations and three years of responsible experience in water/wastewater plant operations.

### **OTHER REQUIREMENTS**

Valid Texas Driver's License.

Texas Commission on Environmental Quality (TCEQ) Water or Wastewater "C" certification.

Texas Commission on Environmental Quality (TCEQ) Water or Wastewater "B" certification, or ability to obtain within one year of hire date.

## **WORKING CONDITIONS**

*The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

Depending on assignment, positions in this class typically require touching, talking, hearing, seeing, grasping, standing, stooping, kneeling, crouching, reaching, walking, repetitive motions, climbing, balancing, pushing, pulling and lifting; depending on assignment. Incumbents may be exposed to moving mechanical parts, odors, dusts, poor ventilation, chemicals, oils, extreme temperatures, inadequate lighting, intense noises, gases, vibrations, chemicals, oils and workspace restrictions.

## **PHYSICAL DEMANDS**

*The physical 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.*

Medium work – Depending on assignment, positions in this class typically exert up to 50 pounds of force occasionally, up to 20 pounds of force frequently, and/or up to 20 pounds of force constantly having to move objects.