JOB DESCRIPTION

Coachella Valley Water District

TITLE: Collection Systems II

DEPARTMENT: Operations

REPORTING RELATIONSHIP:

Reports to: Collection Systems Crew Chief
Supervises the following positions: Not applicable


ESSENTIAL FUNCTIONS:

1. Installs, maintains and repairs wet wells, manholes, grease traps, and collection lines.

2. Installs collection lines and related laterals.

3. Remove blockages and obstructions from sewers.

4. Operate electronic metal detection equipment and hazardous gas detection equipment.

5. Reads plat sheet books and engineering plans to locate and perform repair upon District sanitation collection system sites.

6. Conduct sewer line inspections using TV camera or smoke test.

7. Enters data and performs research on a computer.

8. Excavate trenches to line and grade and perform repairs to old pipe, couplings and fittings.

9. Prepares and maintains accurate records, logs and reports.

10. Install, inspect and repair wastewater flow metering equipment.

11. Operates a variety of hand tools, power tools and equipment including equipment used in the roach control program.

12. Operates heavy equipment as required for collection system maintenance. Drives vehicles to jobsites that require a Class A License, at times towing heavy equipment on trailers.

13. Supervises and trains lower level collection system grades.

14. Enforces District safety policy and procedures. Provides traffic control when necessary.
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MINIMUM QUALIFICATIONS:

License or certificates: Valid California Operators license issued by the State Department of Motor Vehicles. Department of Motor Vehicles driving record may influence employment or classification.

AND

Must possess a Grade II Collection Systems Maintenance Certificate issued by the California Water Environment Association.

AND

Must possess a valid Class A Driver’s License.

Failure to obtain and maintain required certifications may influence employment or job classification.

Education and Experience: A High School diploma or equivalent is required. Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be to have at least three years of experience working with a sanitation collection system with at least one year at the level of Collection Systems I.

Possession of an AA degree in a related field can be substituted for two years experience.

Possession of a BS or a BA degree in a related field can be substituted for three years experience.

Knowledge:
- Installation, inspection, maintenance and repair of collection systems.
- Principles and practices of the operation of a collections system
- Collection systems tools and how they operate.
- Purposes and uses of a variety of heavy equipment
- Tools including power tools and the proper use of those tools.
- Area geography.
- District policies and procedures.
- Safe working practices and procedures.
- Principles of supervision and training.

Abilities:
- Implement methods and practices of collection system operation.
- Supervise and train other employees.
- Perform a variety of skilled and semi skilled maintenance and operation tasks
- Understand and carry out oral and written instruction.
- Operate a variety of hand tools and equipment safely.
- Operate backhoe, crane, jetting truck, dump truck and other equipment related to collection systems.
- Read and understand plat books, maps and drawings showing locations and installations.
- Maintain accurate logs, records and reports.
- Communicate effectively both verbally and in writing.
- Work cooperatively with others.
PHYSICAL REQUIREMENTS:

1. Drives District vehicle to job sites. Will use two-way radio to communicate to supervisor and supervisory control.

2. Will work in extreme weather conditions including heat and rain. May work with chemicals, fumes, vapors, dust and exhaust. Also will work in heavy traffic.

3. Lift and carry collection system equipment over rough terrain.

4. Will work standby and overtime when required.
See Human Resources for physical assessment form.