

**CITY OF MOUNTAIN VIEW
CLASS SPECIFICATION**

Position Title: Wastewater Utility Worker I Wastewater Utility Worker II	Job Family: 6 6
General Classification: Front-Line	Job Grade: 12 16

Definition: To perform a variety of semiskilled and skilled work in the maintenance of wastewater collection systems.

Distinguishing Characteristics:

Wastewater Utility Worker I: This is the entry-level class in the Utility Worker series. This class is distinguished from the Wastewater Utility Worker II by the performance of the more routine tasks and duties assigned to workers in this series. Employees at this level are not expected to perform with the same independence of direction and judgment on matters related to established procedures and guidelines as are allocated to the II level. Since this class is typically used as a training class, employees may have only limited or nondirectly related work experience. Employees work under immediate supervision while learning job tasks.

Wastewater Utility Worker II: This is the full journey-level class within the Utility Worker series. This class is distinguished from the Wastewater Utility Worker I by the assignment of the full range of duties. Employees 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 within the work unit. Positions in this class are flexibly staffed and are normally filled by advancement from the I level.

Supervision Received and Exercised:

Wastewater Utility Worker I: Receives immediate supervision from an assigned supervisor and technical supervision from higher-level maintenance positions.

Wastewater Utility Worker II: Receives general supervision from an assigned supervisor and technical supervision from a Wastewater Utility Worker III; may exercise technical supervision over maintenance personnel.

Examples of Duties: Duties may include, but are not limited to, the following:

1. Handle complaints and answer questions from the public.
2. Perform painting, plumbing, and carpentry work, such as building cement forms, as needed.

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3. Make minor adjustments on service equipment and maintain tools and equipment in working order.
4. Maintain logs of daily activities.
5. Maintain, replace, and repair wastewater collection lines; measure and cut pipe as needed for repairs and installation; inspect laterals using appropriate equipment (i.e., closed-circuit television (CCTV), GPS, etc.) to assess the condition of pipes and identify faulty connections, leaks, cracks, damage, holes, and collapses; and determine maintenance and repair required.
6. Create, maintain, and store electronic and digital records of storm drains and sewer lines for the Citywide wastewater system.
7. Perform field duties and emergency repairs related to the installation, repair, and maintenance of the wastewater system; and establish proper traffic control for performing such work.
8. Operate a variety of heavy equipment, such as dump trucks, hydroflusher, front-end loader, and pneumatic tools.
9. Operate and assist with flushing of sanitary and storm water systems; and maintain hydroflush cleaning equipment for use in maintaining a variety of City systems and supporting nonwastewater operations.
10. Provide information to and assist engineers and staff from outside agencies related to utility installations, including reviewing footage to assess conditions of sewer lines and storm drains and providing maps showing the location of sewer/storm pipes.
11. Recognize and follow safe working conditions in all job duties performed.
12. Complete monthly self-contained breathing apparatus (SCBA) checks and complete SCBA records for masks and air bottle maintenance.
13. Perform other related duties as assigned.

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Minimum Qualifications:

Wastewater Utility Worker I

Knowledge of: Common tools and materials used in assigned area of responsibility; basic wastewater system repair and maintenance procedures and practices; and principles and practices of safety related to area of assignment.

Ability to: Perform minor maintenance activities related to area of assignment; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships with those contacted in the course of work; work with a variety of tools related to utilities maintenance; use air-quality monitors, gas detectors, SCBA, and ventilators; learn to operate a variety of maintenance equipment; and perform heavy manual labor.

Experience and Training Guidelines: A combination of relevant experience, education, and training that will satisfy the required minimum qualifications, knowledge, and abilities.

One year of experience in construction or field maintenance work. Training equivalent to the completion of the 12th grade.

Required Licenses or Certificates: Possession of a valid Class C California Driver License. Possession of a valid Class B California Driver License with air brake and tank endorsements within six months of appointment. Possession of a Grade 1 California Water Environment Association (CWEA) Collections System Maintenance certificate within one year of appointment.

Wastewater Utility Worker II

In addition to the requirements for Wastewater Utility Worker I:

Knowledge of: Principles and practices of wastewater system maintenance and repair activities; principles, practices, and theory of portable pumps; trenching and shoring safety practices; State and Federal regulations governing the operation of the wastewater and storm drain collection system; and techniques and procedures in basic carpentry, metal, masonry, and mechanical work.

Ability to: Operate motorized equipment, such as trucks and front-end loader; operate specialized job-related equipment, including pneumatic tools and tampers;

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perform journey-level wastewater maintenance duties; follow established sewer overflow response protocols, including Sewer System Management Plan (SSMP), and support regulatory reporting and/or submission to the California Integrated Water Quality System (CIWQS); make assessments of sewer line and storm drain conditions; and read and understand engineering drawings and sanitary sewer and storm drainage system maps.

Experience and Training Guidelines: A combination of relevant experience, education, and training that will satisfy the required minimum qualifications, knowledge, and abilities.

Two years of wastewater experience equivalent to the Wastewater Utility Worker I in the City of Mountain View. Training equivalent to the completion of the 12th grade.

Required Licenses or Certificates: Possession of a valid Class B California Driver License with air brake and tank endorsements and a CWEA Grade 1 Collection System Maintenance Certificate at time of appointment. At time of appointment, completion of training in the following: certification for 40-hour Hazardous Waste Operations and Emergency Response (HAZWOPER), Confined Space Entry and Trenching and Excavation Competent Person courses, SCBA use and maintenance, and CPR/first aid. Possession of a CWEA Grade 2 Collection System Maintenance Certificate is highly desirable.

Working Conditions: Preemployment and periodic respiratory examinations may be required for this classification. Requires work in confined spaces using necessary precautions prior to entering confined spaces. Requires work outdoors in a variety of weather and terrain with or around environmental hazards such as wastewater-borne pathogens. Requires work in areas with potential to be exposed to biohazards.

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HRD/CLASS SPECS

Wastewater Utility Worker I/Wastewater Utility Worker II