

**HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS
JOB DESCRIPTION**

Job Title	Collection (Sewage) System Tech I	Pay Grade	212	Class Code	S702
Department	Utilities – Water and Wastewater Operations	Salary Range	\$15.63 - \$25.32		Hourly
Division	Hernando County Utilities Department	FLSA	Non-Exempt		
Reports to	Wastewater Collection Supervisor	Revision	August 2018		
Bargaining Unit	Teamsters Local 79				

GENERAL DESCRIPTION:

The Collection Tech I assist the Utility Department by making sewer connections to existing county facilities, repairing broken sewer lines, installing valves, and the general maintenance of the wastewater collections systems and facilities.

ESSENTIAL JOB FUNCTIONS:

- Provides technical assistance and recommendations pertaining to the county collection system.
- Provides technical assistance, recommendations and assistance in the prioritization of sewer defects found during sewer video inspections.
- Assists with activities of the collection system crew in the construction, installation, replacement, repair and maintenance of wastewater systems.
- Assists and oversees others assigned to the mobile video inspection unit and high velocity sewer cleaning equipment.
- Assists with repairs of force-main-breaks to minimize interruptions in service that can pose a threat to public health and safety.
- Interacts with the general public by responding to customer complaints, and performing collection system maintenance.
- Modifies, updates, and ensures existing installations are complying with county specifications.
- Assists in repairing backed-up sewers, refurbishment of collection system, and R&R operation of pump stations.
- Identifies potential problems within the system and takes necessary corrective action.
- Assists in the installation and maintenance of new connections, gravity lines, force-mains, lift stations and plant facilities.
- Operates heavy equipment such as backhoe, trencher, front end loader, jet vac, tanker truck, dump truck, and sewer video inspection unit.
- Performs manual labor in a field environment safely and efficiently.
- Maintains an adequate stock of materials for the incumbent's assigned vehicle to ensure new

connections and repairs are made efficiently and effectively.

- Assists in correctly locating and flagging county sewer lines and valves for private contractors and other utility companies to ensure against possible damage.
- Completes daily work orders accurately, neatly, and timely.
- Performs routine maintenance/inspection on assigned vehicles/equipment.
- Regular attendance

JOB STANDARDS:

Education

High school graduate or equivalent (GED).

Experience

Three (3) years of progressively responsible experience in utility construction and maintenance; or an equivalent combination of education, training and experience.

Skills

Computers, heavy equipment operation, wastewater collection techniques

Licenses, Certifications or Registrations

- Must possess and maintain a valid Florida Commercial Driver's License, Class "A" with tanker endorsement with a good driving record as defined by current insurance carrier.
- Must possess a valid Class "C" Wastewater Collection Technician Certification.

Must possess a Maintenance of Traffic (MOT) Intermediate Level Training certification.
- Must possess or capable of obtaining a FEMA ICS 100, ICS 200, and ICS 700 certification within 30 days of hire / promotion date.
- This position may be subject to random drug and/or alcohol testing when necessary.
- This position is subject to the Hepatitis B Vaccine and other vaccines when required.

EQUIPMENT USED

Computer, car/truck, video inspection equipment, gas meter, blower, safety equipment, hand and power tools, portable generator, jack bore machine, air compressor, and heavy equipment.

CRITICAL EXPERTISE TO PERFORM ESSENTIAL FUNCTIONS

- Knowledge of collection systems construction, installation, and maintenance techniques.
- Knowledge and skill in operating heavy duty equipment.
- Ability in the use of hand and power tools, used for installing and repairing wastewater collections system.
- Ability to anticipate, recognize and evaluate employee exposure to hazardous substances or other unsafe conditions in a confined space.
- Ability to use highly technical computer applications, such as GIS or CAD.
- Skill in comprehending and following written and oral directions and in completing assignments.
- Ability to use hand and power tools for installing, repairing and cleaning wastewater lines and appurtenances.
- Ability to work independently, without close supervision and to make sound judgmental decisions.
- Ability to perform manual labor in a field environment safely and efficiently.
- Ability to interact with the general public both tactfully and professionally in matters dealing with sewer complaints and collection systems maintenance.
- Financial Responsibilities: Make recommendations that impact the budget.
- Ability and willingness to work weekends, holidays and at other times in case of emergencies or when assigned standby duty.

ESSENTIAL PHYSICAL SKILLS

Skills: balancing, climbing, crawling, crouching, use of hands, hearing, kneeling, lifting, mental acuity, pulling, pushing, reaching, repetitive motion, speaking, standing, visual acuity, and walking.

The work is heavy work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

ENVIRONMENTAL CONDITIONS

Very Frequent: Working outside, in heat, cold, wet and high humidity. Working in dampness or chilliness, in dry conditions, in or with noisy conditions, or in darkness (underground), on uneven surfaces, below ground level (ditches), working closely with others. **Frequent:** Working in or with moving objects or vehicles, with hands, feet or legs in water, and working alone.
The incumbent may be exposed to odors, gases, and blood-borne pathogens.

Works in a dynamic environment that requires sensitivity to change and responsiveness to changing goals, priorities, and needs.

MARGINAL / SECONDARY JOB FUNCTIONS

- Performs other reasonably related duties as assigned by immediate supervisor or other management personnel.
- In case of emergency or crisis situation (hurricane, flood, etc.) position is required to respond/perform recovery duties as assigned by immediate supervisor.
- Must maintain a telephone for emergency contact.

Reasonable accommodations will be made for otherwise qualified individuals with a disability.

EMPLOYEE SIGNATURE	DATE