



CLASS SPECIFICATION

05-08-08 WASTEWATER COLLECTION WORKER, 4110

Summary of Duties: Performs a variety of semi-skilled and skilled tasks in the operation, maintenance and repair of sanitary sewers and storm drains; operates highly specialized sewer and storm drain cleaning equipment; utilizes laptop computers to complete work assignments; performs research on wastewater collection assets; and may act as a working field supervisor over a small group of employees.

Distinguishing Features: A Wastewater Collection Worker I is the normal entry level to the class. Employees at this level usually have little experience or special training. They initially perform less complex tasks under close supervision while learning and assisting in a variety of duties. As employees become more experienced, they may work independently and may lead a crew of one or more employees. Positions at this level are three-year temporary training positions under Civil Service Rule 5.30. Employees who obtain a California Water Environment Association Grade I certificate in Wastewater Collection System Maintenance and complete an in-house training program will automatically promote to a Wastewater Collection Worker II. A valid California Class B driver's license with both Air Brake and Tanker endorsements will be required by the fourth month of the temporary training position.

Employees at the Wastewater Collection Worker II level perform journey level collection system work requiring a very good working knowledge of wastewater collection system operation and maintenance skills. Individuals at this level may serve as working field supervisors over a small group of employees and must be prepared to meet whatever situations exist in the field. They are responsible for overseeing that adequate safety precautions are taken to protect both the employees and the public from dangerous situations.

Examples of Duties: A Wastewater Collection Worker:

- Performs inspection of sanitary sewers or storm drain maintenance holes or other facilities;
- Performs cleaning of sanitary sewers, sewer siphons, diversion structures, maintenance holes, catch basins, low flow structures, culverts, debris basins, storm drains or other collection system facilities;
- Responds to and investigates requests for service or complaints concerning such matters as sewer odors, blocked sewers, clogged catch basins, street flooding and makes the necessary corrections;
- Operates a wide variety of specialized wastewater collection machinery including high-velocity sewer cleaners, combination sewer cleaners, continuous rodding

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machines, catch basin cleaners, dump trucks, hydraulically driven winch machines, closed-circuit television trucks and air compressors;

- Operates a wide variety of portable equipment utilized in wastewater collection systems maintenance, including: portable pumps, portable ventilating fans, pneumatic tools and air quality monitoring instruments;
- Utilizes a laptop computer with specialized software to complete daily work assignments and conduct research on collection system assets;
- Prepares a variety of reports including daily work reports, sanitary sewer overflow reports, material requests, Department of Transportation vehicle inspection reports and vehicle accident reports;
- May serve as a working field supervisor over a small group of employees;
- May appear as a witness in court cases regarding wastewater collection system activities; and
- May occasionally be assigned other duties for training purposes or to meet technological changes.

Qualifications: Incumbents must have the following knowledge and abilities:

Knowledge of:

- The methods and procedures used in preventive maintenance, routine repair and limited construction of sanitary sewers, storm drains and associated structures;
- Hand and power tools, sewer and storm drain cleaning equipment and materials used in the maintenance and repair of wastewater collection equipment;
- Safety principles, practices, and procedures related to sanitary sewer and storm drain maintenance activities including the General Safety Orders of the California Division of Industrial Safety;
- California Department of Motor Vehicles regulations regarding commercial drivers; and
- Basic computer usage.

Ability to:

- Keep routine time and work reports;
- Deal tactfully and effectively with other employees and the public; and
- Read and interpret wastewater records, maps and plans for maintenance purposes.

Minimum Requirements:

1. One year of full-time paid experience with the City of Los Angeles Department of Public Works, Bureau of Sanitation, Wastewater Collection Systems Division, as a Maintenance Laborer, Maintenance and Construction Helper, or Mechanical Helper;
or
2. One year of full-time paid experience in the maintenance, repair or construction of municipal sanitary sewer or storm drain systems.

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License: A valid California driver's license is required at the time of appointment. A valid California Class B driver's license with both Air Brake and Tanker endorsements will be required by the fourth month of the temporary training period.

Special Certifications: A California Water Environment Association Grade I certificate in Wastewater Collection System Maintenance is required within three years from the date of appointment to the class.

Physical Requirements: Strength to perform average lifting up to 75 pounds and occasionally over 75 pounds; ability to meet and maintain the California Department of Motor Vehicles Commercial Driver's medical certificate; and the ability to be medically certified to perform confined space entries by the City of Los Angeles Personnel Department.

Persons with disabilities may be able to perform the essential duties of this class with reasonable accommodation. Reasonable accommodation will be evaluated on an individual basis and depend, in part, on the specific requirements for the job, the limitations related to the disability, and the ability of the hiring department to reasonably accommodate the limitations.

As provided in the Civil Service Commission Rule 2.5 and Section 4.55 of the Administrative Code, this specification is descriptive, explanatory and not restrictive. It is not intended to declare what all of the duties and responsibilities of any position shall be.