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**San Antonio River Authority**

**Job Description**

**Collection Systems Technician I**

**DEPARTMENT:** Utilities **LABOR GRADE:** 109

**EXEMPT(Y/N):** No **POSITION CODE:** 112211130

**REPORTS TO:** Collection Systems Foreman

**MEETING PERFORMANCE EXPECTATIONS**

*To perform this job successfully, an individual must perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

**SUMMARY:**

**Maintains and repairs the water and wastewater infrastructure that distributes flow to its customers or treatment plants.**

**ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:**

* Assists with the repairs, construction, and maintenance of all River Authority owned and contracted municipal wastewater infrastructures and Government contracted installations.
* Assists with removing stoppages and clears waste from wastewater infrastructure such as grit, grease, raw sewage, or any other contaminated obstruction.
* Assists with routine maintenance checks on equipment and for the careful and proper use of equipment and materials assigned.
* Reports on conditions of the wastewater infrastructure to the Collection Systems Foreman, Collections Quality Control Supervisor, and/or the Utilities Development Superintendent.
* Places barricades, safety signs, and directs traffic to protect workers and the public.
* Responds to public inquiries and requests for line stoppages within the systems.
* Mixes, smooth’s, and finishes concrete; breaks asphalt, levels earth, and backfills trenches to complete repairs.
* Assists with the operation of closed captioned televising and van or push camera for locating collapsed or plugged lateral lines.
* Operates heavy equipment.
* Acts as first responder on repairing and maintaining lift station pumps, controls, generators, and Supervisory Control and Data Acquisition systems.
* Assists in operation of sewer-cleaning equipment.
* Periodically executes proper and safe confined space entry with the use of gas meters, harness, or ladders into confined spaces i.e. manholes, plant areas.
* Operates power tools, gasoline engines, and a variety of hand tools.
* Operates pumps, motors, and controls generators during routine scheduled maintenance of lift stations.
* Assists with the proper trench safety procedures such as placement of shores and trenching techniques.
* All other duties as assigned.

**The absence of specific statements of duties does not exclude those tasks from the position if the work is similar, related, or a logical assignment of the position.**

**QUALIFICATION REQUIREMENTS**:

*The requirements listed below are representative of the knowledge, skill and/or ability required to successfully perform the essential functions of this position.*

**SUPERVISORY REQUIREMENT:**

This position does not directly supervise any employees.

**EDUCATION and/or EXPERIENCE:**

High School Diploma or G.E.D. with a minimum of one (1) year progressively responsible experience in the operation, maintenance, and construction of collection systems; must have a valid Class “D” Wastewater Operator License or be able to obtain one within one (1) year of employment; or a combination of experience and education that results in the required knowledge, skills, and abilities is required.

**SPECIAL QUALIFICATIONS:**

Thorough knowledge of principles and practices of collection systems, wastewater, and water distribution; ability to analyze problems and develop and implement solutions; the ability to operate heavy equipment such as backhoe, mini excavators, boom truck, and bobcat; the ability to pass a national agency check within six (6) months of employment for access to job related work on federal installations; have valid confined space training; the ability to swim; computer proficiency in the current Microsoft Office suites is required.

Must have and maintain a valid class “A” commercial driver’s license with tanker endorsement; or be able to obtain one within one (1) year of employment; and an insurable driving record.

**LANGUAGE AND REASONING SKILLS:**

Ability to understand written or oral instructions; read, analyze and interpret documents, instruction manuals, policies, and procedures. Excellent communication skills (both oral and written) are required to effectively present information in a one-on-one, small or large group setting. Strong interpersonal skills are essential to maintain effective working relationships with elected officials, agency representatives, civic groups, employees, and members of the general public. The ability to work effectively and efficiently, under sometimes stressful conditions, to ensure deadlines are met is essential.

**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.*

Regularly and safely lifts, carries, and handles supplies and equipment weighing at least 60 pounds. Occasionally lifts and carries up to 70 pounds approximately 15 feet. Work requires the ability to traverse uneven terrain, and intermittently walk, stand, climb, balance, bend, crouch and reach while performing work duties. Visual acuity, hand/eye coordination and manual dexterity to operate equipment.

**WORKING ENVIRONMENT:**

*The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.*

Works outdoors the majority of the time, sometimes in adverse weather, and is exposed to such typical hazards of outdoor work as poison ivy, wasps, snakes, and other natural and mechanical hazards.

The stress level for this position is low and the workload may require this position to work non-traditional hours including nights, weekends and holidays. Must be willing and available to work rotating on-call shifts. Must be able to perform in a small but highly professional team oriented environment.

Must be able to function in a principle based organization that has a culture built on character and SARA Core Values of Stewardship, Integrity, and Excellence.