

IRVINE RANCH WATER DISTRICT  
Job Description

**Title: Lead Collection Systems Technician**  
FLSA Code: Non-Exempt

Salary Grade: XXV  
Department: 50/57

**GENERAL PURPOSE**

To perform complex tasks to maintain, clean, and repair sewer collection lines, lift stations, and related equipment. Drive hydro-cleaner and vactor trucks, utility truck, or similar vehicles.

**DISTINGUISHING CHARACTERISTICS**

None.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

**The following is a non-exclusive list of essential duties and responsibilities. The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific duties does not exclude them from the position if the work is similar or related as determined by the incumbent's supervisor.**

Perform complex tasks to maintain, clean, and repair the sewage distribution lines, manholes, pump stations, and other sewage facilities and equipment.

Monitor maintenance and surveillance of stationary equipment, such as lift stations. Assist in major repair work, and maintain daily records of operation and maintenance.

Operate hydro-cleaner and vactor truck, and other equipment.

Operate portable pumps, ventilating fans, generators, pneumatic tools, and -similar portable equipment.

Perform field maintenance of equipment to assure proper operation.

Perform major repair and maintenance work to sewer systems.

Respond to complaints concerning sewer odors, blocked sewers, and noisy manhole covers, and make corrections or recommendations.

Provide training and assist Sewer Maintenance Technicians I and II in completing work projects.

Drive hydro-cleaner and vactor trucks, utility truck, or similar vehicles.

Supervise Collection System Maintenance Technicians I and II in the absence of Collection System Supervisor.

Participate in a scheduled standby program.

Ensure appropriate safety training for work being performed by your staff. Ensure safety meetings of at least 30 minutes in duration, are held bi-weekly. Conduct planned visual safety inspections and report findings to the Safety Office monthly. All employees are required to notify their supervisor and the Safety Office of any sub-standard working conditions.

## MINIMUM TRAINING, EXPERIENCE, AND KNOWLEDGE REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

High School Graduate.

Three years experience in Collection System Pipeline Maintenance. Operation of video pipeline inspection equipment and familiarity with computer-aided collection system maintenance programs desired.

## PHYSICAL AND MENTAL ABILITIES REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

**The physical and mental demands described below are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.**

### Language Ability and Interpersonal Communication

Ability to effectively communicate both oral and written. Ability to communicate effectively with all levels of office/field employees, management and vendors. Represent District in a professional manner when dealing with customers, outside contractors and agency officials. Ability to advise and provide interpretation to others on how to apply policies, procedures and standards to specific situations.

### Mathematical Ability

Ability to add, subtract, multiply and divide.

### Judgment and Situational Reasoning Ability

Ability to use good personal judgment and discretion in performing all job functions.

### Physical Requirements

Will lift 80 lbs. on a routine basis. Must be certified annually to wear respiratory equipment. Must be clean shaven such that facial hair does not interfere with the fit of self-contained breathing apparatus. Ability to exert heavy physical effort in heavy work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing, twisting and pulling. Ability to operate equipment and machinery with some operations requiring complex and rapid adjustments. Ability to work in a confined space environment and in underground locations.

### Environmental Adaptability

Ability to work under sometimes uncomfortable conditions with exposure to environmental factors such as toxic agents, wildlife, disease, or equipment, high speed traffic, or machinery.

## LICENSE/CERTIFICATIONS REQUIRED

Valid Class 'A' California Driver's License required within 6 months of hire.

CWEA Grade III Collection System Maintenance Certificate desired.

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Department Approval/Date

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Human Resources Approval/Date