

## FIELD SERVICES TECHNICIAN I

### **SUMMARY**

Under the supervision of the Field Services Supervisor, performs a wide variety of manual labor tasks and activities associated with the maintenance and repair of wastewater collection system, including pumping stations, sewer lines, and other sanitary sewer collection system appurtenant structures and water reclamation plant facilities by performing the following duties.

This position is the journey level class in the Field Services Technician series, with incumbents performing the full range of assigned duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Field Services Technician I (FST I) must meet all requirements of an FST In-Training plus the duties listed below.

The duties listed below are intended only as illustrations of the various types of work that may be performed. The exact duties performed will depend on the needs of the District.

- Maintains records of equipment maintenance utilizing work orders.
- Raises manhole covers and other structures to grade.
- Assists with set-up and maintain traffic control equipment.
- Performs routine water recycling plant duties that include reading and recording information from meters, dials, and gauges. Collects samples and performs coliform analysis. Maintains records of treatment plant operations.
- Identifies and appropriately marks district facilities in accordance with Underground Service Alert (USA) Dig-Alert requirements (normal/daily and emergency/after hours).
- Reports all incidents of possible non-compliance to the Field Services Supervisor in accordance with all applicable regulatory requirements. Implements appropriate corrective actions.
- Exercises valves for shutdowns as needed, perform valve exercising, flushing and other duties.
- Enters confined spaces such as wet well, manholes and other assigned areas using appropriate permit procedures and equipment accordance with established safety procedures.
- Responds to customer service calls for a variety of problems and advises the customer of the problem and further action that may be required.
- Monitors flow and levels within the gravity system and lift stations operation using telemetry and Supervisory Control and Data Acquisition (SCADA) system and visual inspections.
- Observes safe work methods and safety precautions related to the job and uses appropriate safety devices and equipment.
- Performs preventative maintenance on various District vehicles and mobile equipment.

- Performs on-call duties on a rotational basis and may work outside a regular work hour as necessary including weekends and holidays; Required to respond within a 45 minute time frame when on duty status.
- Guide tours, inform visitors and makes presentations to community groups about the District's core functions.
- Interacts with coworkers, outside agencies and the public in a professional and positive manner.

**SPECIFIC TYPES OF KNOWLEDGE, SKILLS, AND PHYSICAL ABILITIES REQUIRED FOR THESE DUTIES:**

- Ability to perform and follow safety procedures.
- Ability to meet District vehicle/driving insurability standards.
- Ability to successfully pass commercial driver's license physical.
- Ability to maintain worker fitness in accordance with all applicable Federal Department of Transportation regulations.
- Ability to work both independently and work well within a team environment.
- Ability to interact with the public, vendors, and other employees in a courteous, tactful, and diplomatic manner
- Ability to successfully pass annual respiratory protection physical, including pulmonary function/fit test.
- Ability to maintain collection system certification.
- Ability to maintain water treatment operator certification.
- Ability to perform basic functions in Microsoft Office Suite.

**SUPERVISORY RESPONSIBILITIES**

None.

**QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**EDUCATION and/or EXPERIENCE**

High School diploma or general education degree (GED) and one-year related experience and/or training.

**LANGUAGE SKILLS**

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to accurately record pump hours and other displayed parameters. Ability to write brief memorandums and other internal correspondence. Ability to effectively speak with customers and staff.

**MATHEMATICAL SKILLS**

Ability to calculate figures and amounts such as proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

## **CERTIFICATES, LICENSES, REGISTRATIONS**

CWEA Certification Collection System Maintenance Certification Grade I  
California Wastewater Treatment Plant Operator I or California Water Treatment Operator I or higher

Valid California Class 'B' driver's license with:

- Tanker endorsement
- Air brake endorsement

## **REASONING ABILITY**

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

## **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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical demands may include: balancing, climbing, driving, hearing, heavy physical labor, kneeling, crouching, lifting, carrying, and/or pushing objects weighing up to 90 pounds, reaching, making repetitive hand or body motions, running, seeing, sitting, speaking, standing, stooping, bending, using hands and fingers, using hand or power tools, light and heavy equipment, walking, working in cramped spaces, working outside and in confined spaces, wearing SCBA gear and respiratory protection in conformance with the Respiratory Protection Program, wearing a safety harness.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work environment includes: exposure to air contamination, dust, dirt, electrical hazards, fumes, odors, gases, high work places, noise, poor lighting, safety of others, shift work, toxic materials, wetness and humidity, and driving on a daily basis; confined work spaces, high or low temperatures.

## **SPECIAL CONDITIONS**

Incumbents are required to periodically perform work in confined spaces, in and around raw and treated wastewater. Safety regulations prohibit incumbents from wearing contact lenses when wearing respirators, or from wearing beards or other facial hair which prevents proper respirator fit when wearing a respirator.

Must be willing and able to work any shift; work holidays, weekends, and scheduled and emergency overtime; perform off-hours standby duty; and attend classes and seminars as required for training purposes.

Due to the requirement to perform off-hour's standby duty and respond to emergency situations occurring at the plant or within the collection system, incumbents must be able to respond to emergency situations within 45 minutes.

**CLASS HISTORY**

**Established:** JUNE 2004  
**FLSA Status:** Non-exempt  
**Reports to:** Field Services Supervisor

**Revised/reviewed:** JUNE 2020  
**Salary Grade:** 13  
**Department:** Field Services