

TOWN OF MILTON

Job Description

Title: Water/Wastewater Technician I

Date: April, 2023

Department: Public Works

Reports to: Water/Wastewater Superintendent

OVERVIEW OF POSITION

Entry-level position to perform duties in the operation and maintenance of the Municipal Water and Wastewater Treatment Facilities in order to provide an adequate supply of safe potable water for consumption, as well as a safe and effective Wastewater treatment System.

ESSENTIAL JOB FUNCTIONS

(The following are illustrative of the duties and responsibilities associated with this position and are not intended to be all-inclusive.)

With the guidance, and under the supervision of the Water & Wastewater Superintendent, the Water/Wastewater Technician I (Tech I) will:

Currently hold valid Grade 1-DM Wastewater Certification and a Class D water Distribution System Operator's Certification, or participate in various training programs including assigned courses, correspondence courses, independent studies and on the job ("OJT") programs designed to obtain these certifications within two (2) years of employment.

Develop the understanding and competence to assist in the operation of electrical pumps, control panels and other pumping station equipment; adjust water pressure and flow as needed due to main breaks, hydrant flushing, construction and other conditions within the distribution system.

Performs regular basic maintenance and cleaning duties on equipment and Plant Buildings and facilities.

Uses a variety of hand and power tools and equipment in performing assigned duties in and outside plant buildings.

Become qualified to collect water and wastewater samples and perform chemical and biological examinations to determine chlorine, BOD's, ecoli, pH, DO and TSS; troubleshoot problems by checking pipes, valves, timers, controls (mechanical, electrical and electronic) and otherwise ensures that construction is in compliance with applicable codes.

Gain proficiency in reading water meters. Learn to repair, replace and perform calibration checks on water meter reading equipment.

Performs public relations duties including responding to calls for service and delivering service disconnection or meter repair notices..

Other duties as assigned.

QUALIFICATIONS

Knowledge, Skills And Abilities

Requires basic knowledge of the principles and practices of the operation and maintenance of pumps, mechanical equipment and small tools (both hand and power tools) and/or the ability to acquire such knowledge during a reasonable period of training. Requires some knowledge of basic principles of mathematics, chemistry, biology, hydraulics, electronics and electricity. Tech I should have a basic understanding or ability to learn basic computer applications including the software used by the Town of Milton. Requires knowledge of the occupational hazards and safety connected with Water Distribution and Wastewater Plant operations.

Education or Formal Training:

High School Diploma, or equivalency, a minimum. Associates degree in engineering technology, chemistry, or biology preferred. Previous experience or training in a technical or science field is also desirable.

Experience:

This is an entry-level position. Any experience in either the fields of wastewater collection/treatment or water treatment/distribution are desirable. This position requires the continuous possession of a valid Vermont Commercial Drivers License (CDL).

EQUIPMENT USED:

Develops proficiency in the use of personal computer(s), computerized meter reading equipment, trucks, pumps, generators, confined space and atmospheric monitoring equipment, SCADA system, locating and tracing equipment, electrical and hydraulic troubleshooting equipment, and other equipment necessary to perform the functions of this job.

WORKING ENVIRONMENT AND PHYSICAL ACTIVITIES:

Job is performed primarily in field settings, including enclosed and/or confined spaces. There may be periodic exposure to chemicals, dust, fumes and gases during treatment and testing of systems. Frequently requires bending and stooping; work on uneven ground; lifting and carrying of objects up to 80lbs. Occasionally requires squatting; crawling; climbing stairs/ladders; reaching above shoulder level; crouching; kneeling; balancing; and carrying and lifting of objects up to 100lbs. Requires prolonged periods of walking, standing or sitting while reading meters and performing normal and emergency operations. Requires exposure to harsh climates for prolonged periods while performing emergency repairs.