



## CITY OF BANNING, CALIFORNIA

### Wastewater Collection System Specialist

Job Code: 4150

FLSA      ☐ Exempt      ☒ Non-Exempt

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**JOB DEFINITION:** Under general supervision, performs a variety of monitoring, maintenance, repair and related tasks associated with the operation of the City of Banning wastewater treatment and collection system.

**ESSENTIAL FUNCTIONS:** *The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification. Shown are duties intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

**REPRESENTATIVE DUTIES:** Participates in the operation of the wastewater treatment and collection system. Installs, maintains and repairs a variety of wastewater system lines, equipment, meters, pumps and related infrastructure. Inspects, cleans and marks sewer lines for construction. Checks and verifies building locations within City sewer system operations.

Assesses, diagnosis and undertakes preventative and restorative maintenance and repairs. Identifies replacement parts. Installs and tests repaired equipment. Locates manholes. Responds to emergency calls and customer inquiries. Maintains and repairs wastewater collection equipment and machinery.

Performs other duties as assigned or required.

### KNOWLEDGE and SKILLS:

- Knowledge of applicable city, county, state and Federal statutes, rules, regulations, ordinances, codes, administrative orders and other operational guidelines and directives.
- Knowledge of the City's and the Department's policies and procedures.
- Knowledge of wastewater collection techniques and methods.
- Knowledge of the use of wastewater equipment and machinery.
- Knowledge of customer service techniques and methods.
- Knowledge of safety practices in confined space, traffic control, and trench safety.
  
- Skill in reading, understanding, interpreting and applying relevant city, county, state and Federal statutes, rules, regulations, ordinances, codes, administrative orders, policies and procedures and other operational guidelines and directives.
- Skill in assessing and prioritizing multiple tasks, projects and/or demands.
- Skill in working within deadlines to complete projects and assignments.
- Skill in assessing, analyzing, identifying and implementing solutions to complex problems.
- Skill in establishing and maintaining effective working relations with co-workers, staff, vendors, contractors, visitors, the general public and others having business with the City of Banning.

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**MINIMUM QUALIFICATIONS:** A high school diploma or GED **AND** four (4) years of wastewater collection experience.

**ADDITIONAL REQUIREMENTS:** Must have at the time of application and must maintain a California state Wastewater Collection System certification Grade II and class B California commercial driver license. May be exposed to extreme weather conditions, potential physical harm, infectious diseases, hazardous chemicals and/or dangerous machinery. Depending on the needs of the City, incumbents in this classification will be required to obtain and maintain additional licenses or certifications and C.E.U. May be required to work outside the traditional work schedule. May be subject to call out and/or call-back or stand-by schedule.