



## JOB DESCRIPTION

### Water/Wastewater Field Technician

**DEPARTMENT:** Operations

**DATE:** Jan 2016

**SALARY GRADE:** 15

**SUMMARY:** Under basic supervision, performs general labor and skilled maintenance and repair tasks for the Benbrook Water Authority (BWA) Field Operations work group.

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

- Operates a variety of specialized vehicles and equipment to maintain and repair BWA water distribution and wastewater collection (W/WW) system; performs work in compliance with state and federal rules and regulations, and BWA policies, procedures, and quality standards; notifies supervisors of problems beyond the scope of authority; duties may vary depending on job assignment and individual skills.
- Monitors, inspects, and cleans W/WW system and components; investigates and resolves problems with equipment and infrastructure; repairs meters; recognizes, avoids, and reports unsafe acts, conditions, accidents, and injuries; maintains records of work performed.
- Supports the relationship between Benbrook Water Authority and the general public by demonstrating courteous and cooperative behavior when interacting with citizens, visitors, and BWA staff; maintains confidentiality of work-related issues and BWA information; performs other duties as required or assigned.

#### **KNOWLEDGE AND SKILLS:**

##### **Knowledge:**

- BWA policies and procedures.
- State and federal regulations governing municipal utilities, including Texas Commission on Environmental Quality (TCEQ) standards, regulations, inspection protocols, and best practices.
- Methods, materials, tools, and equipment used in operation, maintenance, and repair of W/WW equipment, facilities, and infrastructure.
- Safety rules and regulations, occupational hazards, and safety precautions in public utilities.

##### **Skill in:**

- Troubleshooting, repairing, and maintaining mechanical equipment and systems.
- Evaluating W/WW operational problems, and making repairs and adjustments.
- Establishing and maintaining cooperative working relationships with co-workers.
- Following verbal and written instructions, and safe work practices.

#### **MINIMUM QUALIFICATIONS:**

High School diploma or GED equivalent; AND one year of general maintenance experience; OR an equivalent combination of education and experience.

#### **LICENSE AND CERTIFICATION:**

- Must possess a valid Texas Driver's License.
- Class C Water/Wastewater license from TCEQ is required within two years of hire; according to the needs of the BWA, additional training and certifications may be required.

#### **PHYSICAL DEMANDS AND WORKING ENVIRONMENT:**

Work is performed in a standard office environment, and at BWA facilities and service locations throughout the City; may be exposed to safety hazards and dangerous tools and equipment; physical dexterity is

required to work in confined spaces and use precision tools and equipment; ability to lift and carry 80 pounds unassisted; ability to work after-hours and weekend on-call rotation; ability to respond to after-hours emergency calls within 30 minutes while on call; ability to climb, stoop, kneel, and crouch.