



JOB DESCRIPTION

Water Quality Technician

DEPARTMENT: Operations
SALARY GRADE: 15

DATE: March 2018

SUMMARY: Under basic supervision, assists the Water Quality Specialist in collecting water samples to monitor the quality of the Benbrook Water Authority (BWA) water systems.

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.*

- Assists in collection of water samples for technical analysis; assists in calibrating equipment; maintains records of water quality tests and services performed; notifies supervisors of problems beyond the scope of authority; performs routine administrative tasks.
- 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 laws and regulations governing water plant operations; including Texas Commission on Environmental Quality (TCEQ) standards.
- OSHA safety rules and regulations, and safety standards in utility plant environments.

Skill in:

- Reading and interpreting gauges and recording devices.
- Closely following verbal and written instructions and procedures, and safe work practices.
- Establishing and maintaining cooperative working relationships with co-workers.
- Communicating effectively verbally and in writing.

MINIMUM QUALIFICATIONS:

High School diploma or GED equivalent.

LICENSE AND CERTIFICATION:

- Must possess a valid Texas Driver's License.
- Class D Water Operator license from Texas Commission on Environmental Quality (TCEQ) is required. Ability to obtain Class C Water Operator license from TCEQ within 2 years.
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PHYSICAL DEMANDS AND WORKING ENVIRONMENT:

Work is performed indoors at BWA facilities; may be exposed to safety hazards and dangerous equipment; ability to lift and carry 80 pounds unassisted; ability to climb, stoop, kneel and crouch.