

Drainage Technician

Levels I, II, and III

Job Description



FLSA Status: Non-exempt
Hiring Range: \$20.13 to \$23.69 per hour
Salary Range: \$20.13 to \$27.24 per hour

DEFINITION OF WORK

Under supervision, operates and maintains most of SEMSWA's light or heavy equipment and may be assigned to operate and maintain any equipment used in the removal of large volumes of sediment. Performs semi-skilled to skilled work in the maintenance and construction of drainage systems. Positions in this class are flexibly staffed and are normally filled by advancement from Level I or, when filled from the outside, require prior directly related experience.

SUPERVISION RECEIVED

Works under the direct supervision of the Drainage Crew Supervisor and Maintenance Division Director.

SUPERVISION EXERCISED

May be asked to train other drainage technicians or oversee the work of seasonal employees.

CLASSIFICATIONS

- Drainage Technician I: This is the entry-level class in the Drainage Technician series and is expected to learn to operate and maintain the full range of light and heavy motor equipment and skilled work in the construction and maintenance of drainage systems. Incumbents perform work under close supervision while learning job tasks. Incumbents entering the class are required to have little directly related experience. Incumbents are expected to learn and utilize appropriate safety procedures and onsite Grading Erosion and Sediment Control (GESC) procedures. Acquisition of a Traffic Control Technician certification is required prior to advancement. Generally, work is observed and reviewed both during performance and upon completion, and changes in procedures or exceptions to rules are explained in detail as they arise.
- Drainage Technician II: This is the journey level class in the Drainage Technician series is responsible for the operation of and maintenance of all heavy motor equipment and skilled work in the construction and maintenance of drainage systems. This classification is distinguished from the Drainage Technician I classification by the possession of two years increasingly responsible work in the operation and maintenance of a variety of light and heavy motor equipment and the successful completion of the Traffic Control Technician certification. Employees of this class are expected to be fully proficient in the operation of all light and heavy equipment used in the normal course of maintenance and construction activity and

acquire while in this class a Traffic Control Supervisor certification and to work with considerable independence and initiative.

- Drainage Technician III: This is a master level class in the Drainage Technician series for the operation and maintenance of all heavy equipment used in the Maintenance Program. This classification is distinguished from the Drainage Technician II classification by the possession of at least five years increasingly responsible work in the operation and maintenance of light and heavy equipment used in the performance of construction and maintenance of drainage systems and the successful completion of training and testing on work site and work zone traffic control safety. Employees in this class are expected to acquire their Pipeline Assessment and Certification Program (PACP) Certification while in this class. Employees of this class perform lead worker responsibilities and are expected to be fully capable of writing and implementing GESC plans, directing and coordinating the tasks of other Drainage Technicians, performing the necessary recordkeeping, and working with considerable independence.

EXAMPLES OF DUTIES

The following duty statements are illustrative of the essential functions of the job and do not include other non-essential or marginal duties that may be required. The duties or essential functions of the job may be modified at any time.

- Operates and maintains light equipment including but not limited to skid steer loader, backhoe, compactor, mower, trimmer, chainsaw, and a variety of hand tools.
- Operates and maintains all equipment used in trench work for both excavating and back filling and equipment used for cleaning and clearing storm sewer lines.
- Assists with the operation of the vacuum truck for potholing, maintenance, and cleaning.
- Installs new storm sewer pipes, manholes, manhole frames and lids, inlets and grates, riprap, and bedding material.
- Inspects, repairs, seals, and maintains free flowing conditions in storm sewer pipes, inlets, drain pans, road-side ditches, and culverts; if appropriate adjusts manholes; adjusts storm sewer pipes to ensure positive flow; patches streets and sidewalks; installs chase drains, and erects and repairs fences.
- Fills out complete work orders and field complaint forms as work is finished.
- Investigates citizen and stakeholder complaints and prepares field investigation reports.
- Understands and practices all safety procedures outlined by federal, state, local, and SEMSWA requirements.
- Understands and carries out oral and written directions.
- Establishes and maintains cooperative relationships with those contacted during the course of work.
- May be required to work overtime and respond to after-hours request for service.
- Performs other duties as assigned.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES

- Knowledge of or ability to learn Arapahoe County, City of Centennial, and water district maps, and County/Centennial roadway network.
- Knowledge of or ability to learn stormwater collection systems and tools, equipment, materials used to maintain and repair system.
- Knowledge of or ability to learn traffic laws, ordinances, and rules involved in truck and heavy equipment operations.
- Knowledge of or ability to learn purchasing procedures.
- Knowledge of or ability to learn applicable safety procedures and regulations.
- Skill in detecting equipment malfunctions and taking proper corrective action.
- Skill in maintaining accurate records.
- Skill in adapting to changing priorities and work assignments which require using different kinds of equipment.
- Ability to follow oral and written instructions. Ability to read, interpret, and apply general procedures to specific work applications.
- Ability to effectively serve customers requesting assistance on stormwater related issues, and to use tact and diplomacy in dealing with potentially confrontational situations.
- Ability to solve practical problems and deal with a variety of variables where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- Ability to manage time efficiently and work independently under general supervision.
- Ability to establish and maintain effective working relationships with superiors, co-workers, other agencies, and the general public.
- Ability to handle sensitive situations with tact, firmness and impartiality.
- Ability to communicate effectively in verbal and written English.

EDUCATION AND EXPERIENCE - A combination of education and experience may be considered that are equivalent to those requirements listed.

Drainage Technician I

- High School Graduate or G.E.D. equivalent.
- One (1) year experience in the operation of light or heavy motorized equipment in construction and maintenance, or any equivalent combination of education and experience is desirable.
- Additional course work in stormwater systems, erosion and sediment control, or construction is desirable.
- Possession of, or the ability to obtain within 6 months, a Colorado Class 'A' Commercial Driver's License, and a satisfactory driving record. SEMSWA will arrange and pay for initial CDL training and physicals.
- Three (3) years of general construction experience, which must include excavating. Exposure to drainage system maintenance is highly desirable.

Drainage Technician II

- Same as Drainage Technician I; and
- Three (3) years experience operating light and heavy motorized equipment in construction and maintenance; or any equivalent combination of education and experience.

Drainage Crew Technician III

- Same as Drainage Technicians I and II; and
- Five (5) years experience operating heavy equipment and/or successful completion of training and testing for the proficient and safe use of all heavy motorized equipment used in the Maintenance Program.

Licensing/Certification Requirements

- Drainage Crew Technician I:
Must have or be able to obtain Colorado Class 'A' Commercial Drivers License. SEMSWA will arrange and pay for initial CDL training and physicals.
- Drainage Crew Technician II:
Colorado Class 'A' Commercial Drivers License
CDL Flagger certification for traffic control in work zones. Certification in work zone and traffic safety is required.
- Drainage Crew Technician III:
Colorado Class 'A' Commercial Driver's License
Certification as a work zone traffic control supervisor is required. Some Formal supervisory training is also required.

MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

The physical demands and work environment described herein is representative of those that must be met by an employee to successfully perform the essential functions of this job. This position will be required to complete a pre-employment physical and drug/alcohol screening.

PHYSICAL DEMANDS

Spends approximately 20% of the time sitting and 80% of the time either standing or walking.

Frequently lifts, carries, pulls or pushes more than 100 lbs.

Occasionally lifts, carries, pulls or pushes more than 100 lbs.

Frequently climbs, balances, stoops, kneels, crouches, crawls, and reaches while operating in the field. Field activities are frequently performed on un-level and slippery surfaces.

Frequently required to climb ladders, use power and noise producing tools and equipment, drive motorized vehicles and heavy equipment.

Frequently operates several different kinds of heavy and light equipment including the backhoe, skid steer loader, front-end loader, excavator, paver, sweeper, flush truck, sewer televising truck, compaction equipment, and other related equipment in the construction and maintenance of drainage systems.

Constantly exercises full scope of visual capacity, as well as hands and fingers, in order to operate office equipment.

Constantly uses verbal and auditory capacity enabling face-to-face interpersonal communication and through automated devices, such as computers, telephones, etc.

Frequently requires the ability to safely operate a motor vehicle.

WORK ENVIRONMENT

Work is performed frequently in the field and occasionally in a standard office environment. This requires frequent exposure to weather elements or hazards associated with land site development including:

- Frequently exposed to moving mechanical parts.
- Frequently exposed to high noise levels.
- Frequently exposed to fumes, dust and air contaminants as well as working in confined spaces

Definitions

Occasionally: Activity exists less than 1/3 of the time.

Frequently: Activity exists between 1/3 and 2/3 of the time.

Constantly: Activity exists more than 2/3 of the time

Application Deadline: February 5, 2018
Anticipated Start Date: March 2018

Applications will be accepted through the SEMSWA website
www.semswa.org/employment-opportunities.aspx

Please direct any correspondence to R. Jones/HR Manager
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