

WATER QUALITY TECHNICIAN

DEFINITION

To perform a variety sample collection and analyses associated with the testing of water quality to ensure that it is maintained and provides the highest level of safety for public use; and to perform related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from assigned management or supervisory staff.

May exercise technical and functional supervision over administrative support staff as assigned.

EXAMPLES OF ESSENTIAL DUTIES– Duties may include, but are not limited to, the following:

Assist in performing and interpreting chemical, biochemical, biological, bacteriological and physical analyses of samples related to the treatment, quality control and distribution of potable water following standard procedures and guidelines.

Collect samples at various sites throughout the system for testing to determine the effectiveness of each stage of the treatment and distribution processes.

Prepare samples for analysis by commercial laboratories; ensure that test results are reviewed and reported.

Analyze and interpret laboratory results; enter laboratory data into a computer system for further analysis and reporting purposes; maintain laboratory records and prepare required reports.

Set up, calibrate, operate and perform minor maintenance and repair to a variety of laboratory instruments and equipment.

Maintain quality control and quality assurance and follows safe work procedures.

Maintain accurate records of work performed and analysis results.

Consult with Water Utility staff and management regarding analysis results.

Prepare periodic and special reports for submission to appropriate regulatory agencies in a timely manner; ensures that laboratory certification is in compliance with regulatory requirements.

Water Quality Technician

- 2 -

Prepare standard chemical solutions and reagents; clean equipment and ensure that the laboratory is maintained in a clean and orderly condition.

Build and maintain positive working relationships with co-workers, other City employees, and the public using principles of good customer service.

Analyze and interpret emerging water quality contaminants of concern including potential monitoring rules.

Perform related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

Principles and practices of chemistry, bacteriology and the chemical sciences, including methods and techniques of laboratory testing and analysis.

Modern laboratory procedures and equipment, including computer uses and applications as applied to laboratory operation and analysis.

Arithmetic, including proportions, percentages, and decimals.

Applicable federal, state, and local laws, codes, and regulations.

Ability to:

Independently perform a variety of chemical, biochemical, and bacteriological tests.

On a continuous basis, know and understand operations, and observe safety rules; analyze problem equipment and/or procedures; know and apply techniques and terminology; communicate and explain test results to others.

Intermittently, sit while studying or preparing reports or stand at laboratory bench while performing laboratory tests; bend, squat, climb, kneel and twist when performing various field site sampling duties; stand while performing laboratory tests; perform simple and power grasping, pushing, pulling, and fine manipulation; use telephone, computer or communicate through written means; and lift or carry weight of 40 pounds or less.

Operate laboratory equipment and computer programs related to laboratory data analysis.

Water Quality Technician

- 3 -

Instruct operating staff in basic laboratory procedures and processes.

Prepare and maintain clear and concise reports and accurate records and files

Communicate clearly and concisely, both orally and in writing.

Organize own work, set priorities and meet critical time deadlines.

Establish and maintain effective working relationships with those contacted in the course of work.

Experience and Training

Experience:

Two years of increasingly responsible experience in a water quality environment including experience in water sampling and computerized data management of devices and tests.

Training:

Equivalent to completion of the twelfth (12th) grade, GED, or higher level degree.

License or Certificate

Possession of a valid California driver's license by date of appointment.

Possession of a California Department of Drinking Water Distribution Operator Grade 2 (D2) certificate issued within one year of appointment.

Possession of any mandated regulatory certifications for water quality certifications required by regulatory agencies and the City within 18 months of notification.

11-19-20

10-24-20 Water Quality Technician