

**JOB DESCRIPTION  
CITY OF  
SPRINGFIELD**

**HUMAN RESOURCES DEPARTMENT  
EMPLOYMENT AND  
COMPENSATION DIVISION**

Job Title	<u>Wastewater Video Technician Trainee</u>
Sch & Grade	<u>PAT-5</u>
Class Code	<u>CB16</u>
FLSA Status	<u>Non-Exempt</u>
Bargain Unit Elig.	<u>Union eligible</u>
Occupational Group	<u>Environmental Sciences</u>

**PRIMARY PURPOSE:**

Assists with sewer inspection and rehabilitation by inspecting sewer mains and manholes using a variety of equipment including acoustic sound devices, manhole cameras, CCTV equipment, and sewer manhole scanners, and by collecting GPS coordinate info.

**SUPERVISION:**

Under supervision of the Wastewater Video Technician or other as assigned.

**DESCRIPTION OF WORK:**

**ESSENTIAL FUNCTIONS:**

1. Assists the Wastewater Video Technician in the collection of sound acoustic data info on City sewer mains for evaluation, maintenance and rehabilitation of existing sanitary sewers.
2. Prepare and inspect Sound Acoustic and Manhole inspection equipment prior to each workday to ensure equipment is in working order which includes checking that batteries are charged and all fittings are lubricated and greased, and checks all wiring and connectors are in good working order.
3. Performs internal manhole and pipe inspections as well as smoke and dye testing of sewer systems to detect defects and sources of infiltration and inflow and accurately documents findings.
4. Records necessary information, completes appropriate forms, and creates drawings and figures as appropriate by utilizing a variety of computer software applications.
5. Reads and interprets a variety of maps, plans, construction diagrams, blueprints, and survey data.
6. Investigates citizen complaints and service requests.
7. Removes manhole covers to gain access to waterways and sewers for inspection, testing and analysis purposes.
8. Utilizes appropriate safety equipment and procedures for confined space entry.
9. Responsible for weekly maintenance and minor repairs to Sound Acoustic and Manhole inspection equipment.

**IMPORTANT FUNCTIONS:**

1. Maintains equipment and tools through proper care and maintenance.
2. Files inspection sheets, maintains records as needed.
3. Performs comparable work as required for development purposes.
4. Fills in for Assistant Wastewater Video Technician as needed.

*Performs related work as required.*

**QUALIFICATIONS REQUIRED:**

Any combination of education, training, and experience providing the following knowledge, skills, and abilities:

**Knowledge**

Basic knowledge of Wastewater collections systems and basic computer knowledge.

**Abilities**

Follow oral and written instructions; communicate effectively verbally; deal effectively and courteously with associates and the public; perform the essential functions of the job without posing a direct threat to the health and safety of others. Ability to perform routine maintenance and minor repairs on equipment; Ability to prepare and maintain detailed records and reports of activities. Ability to use multiple software applications to assist in the recording and archiving of data. Model and promote acceptance and respect for differences among employees and citizens; performs effectively as a member of the team in carrying out the City’s stated mission and philosophy.

**Experience, Education, and Training**

One year of experience in sewer repair, computer experience or related field. Experience can include any combination of vocational or technical training or education in a construction or computer related area.

**Physical Requirements**

Performs bending, squatting, kneeling, and reaching both to ground level and overhead; lift and carry up to 90 pounds; push and pull up to 120 pounds; hold and grip objects; climb in and out of manholes, distinguishes colors as needed to complete accurate test results; Subject to working in awkward positions and standing for long periods of time, must have ability to operate computer keyboard and mouse.

**Working Environment**

Both indoor and outdoor working environment which may involve exposure to extreme weather conditions as well as temperature swings; subject to a variety of dangers associated with wastewater; subject to strong fumes, odors, dust and pollen; may be required to wear a respirator or Tyvek suit, must be able to work in confined spaces with possible poor lighting and ventilation.

**Licensing/Certification**

Must possess a valid Missouri Motor Vehicle Operator's License. PACP and MACP certification preferred but not required.

**Miscellaneous Requirements**

Subject to night and/or weekend work as required; subject to emergency call-in.

<b>Last Revision:</b>	<b>GENERAL ORDINANCE NO. 6412</b>
<b>Comments:</b> New Title	<b>Date:</b> December 11, 2017

**I have read the foregoing job description in its entirety and understand its contents. I can perform the essential functions outlined with or without reasonable accommodation under the Americans with Disabilities Act.**

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_