

DOWNERS GROVE SANITARY DISTRICT

JOB DESCRIPTION

TITLE: SEWER SYSTEM TECHNICIAN

FLSA: Nonexempt

PAY RANGE: Hourly I

GENERAL SUMMARY

Performs all work necessary for the operation, investigation, inspection, maintenance, repair and rehabilitation of the sanitary sewer system. Reports directly to Sewer System Supervisor.

PRINCIPAL DUTIES AND RESPONSIBILITIES

- 1) Performs inspections and customer service activities associated with Building Sanitary Service Repair Assistance Program, Overhead Sewer Program and Reimbursement Program for Sewer Backups Caused by Public Sanitary Sewer Blockages.
- 2) Performs sewer maintenance activities including responding to sewer backups and high flow conditions, preventative maintenance, manhole inspections and repairs, and inflow and infiltration removal.
- 3) Operates truck mounted sewer inspection system (tv unit), combination sewer cleaning truck, camera for televising building service lines, and other equipment used in the inspection, maintenance, rehabilitation and repair of the sewer system.
- 4) Performs sewer investigations including dye tests, complaint investigations, flood testing and flow measurements.
- 5) Performs activities associated with flow meters including installation, removal, data retrieval, data review and report preparation.
- 6) Performs minor maintenance of sewer system equipment including tv unit, combination sewer cleaning truck, flow meters, and other equipment.
- 7) Performs data entry and analysis and report preparation for projects relating to the sewer system.
- 8) Must be able to carry a phone on a 24-hour basis, seven days a week, on a rotating basis, in order to respond to emergency situations.
- 9) Performs marking of sewer line locations for utilities and maintains reports of locating activity.
- 10) May conduct or assist in topographical or level surveys using appropriate instruments.

- 11) Monitors work zones for unsafe conditions and takes corrective action when warranted. Reports such conditions to supervisor as appropriate. Adheres, at all time, to proper safety-related policies and practices. Practices safety procedures in the performance of all job duties.
- 12) Provides high level of customer service by prompt response, evaluation and problem solving, and education of customers regarding District services.
- 13) Performs inspections associated with work by other utilities and work by contractors hired by the District.
- 14) Monitors sewer maintenance contractors for compliance with contract standards.
- 15) Provides assistance with system inspection activities and other areas of District operations as needed.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

- 1) Requires a good working knowledge of District ordinances, practices and procedures, and the District collection system. This knowledge is normally acquired with one year of work experience.
- 2) Requires ability to operate truck mounted sewer inspection system (tv unit), combination sewer cleaning truck and camera for televising building service lines normally acquired with six months of work experience.
- 3) Knowledge of methods, equipment, laws, regulations, codes, ordinances, standards and policies governing construction of sewer lines and construction and maintenance of building sanitary services normally acquired with six months of work experience.
- 4) Requires successful completion of Pipeline Assessment Certification Program (PACP) within one year of start of employment.
- 5) Requires ability to read and understand blueprints.
- 6) Requires knowledge of methods, use of equipment and practices in locating sewer lines normally acquired with six months of work experience.
- 7) Requires knowledge of computerized data processing normally acquired through a combination of college courses and work experience.
- 8) Requires ability to prepare and maintain detailed work records and reports.
- 9) Requires knowledge of the proper care and use of equipment, tools and vehicles.

- 10) Requires interpersonal skills and abilities to communicate effectively both orally and in writing with the public, co-workers, contractors and outside agencies, including under difficult circumstances.
- 11) Requires a minimum State of Illinois Class B Commercial Driver's License (CDL) with Full Air Brakes (no restriction) and a Tank (N) endorsement.
- 12) Requires a high school diploma or equivalent.
- 13) Requires the use of smartphones and tablets and a general knowledge of Microsoft Office (Word & Excel) and Google Earth to access maps.

PHYSICAL ABILITIES REQUIRED

- 1) Drive cars, trucks, truck mounted sewer inspection system and combination sewer cleaning truck on a daily basis.
- 2) Ability to use a keyboard to enter, retrieve, or transform words and data.
- 4) Respiratory medical evaluation required for use of self-contained breathing apparatus for confined space entry.
- 5) Standing, walking, sitting, bending, and climbing repetitively throughout the day, for work in and around crawlspace, manholes, trenches, construction and job sites and the Wastewater Treatment Center.
- 6) Lifting, pulling and pushing objects on a daily basis, including manhole covers weighing 150 pounds, barricades, hoses, pipe and other construction materials, and tools and equipment.
- 7) Work with equipment or perform duties that require extreme precautions to avoid injury.
- 8) Wear and use protective equipment, such as safety glasses, gloves, ear protection, respirators and air packs, safety shoes, hard hats and other items as required by the task or job.
- 9) Ability to identify and distinguish colors.
- 10) Ability to work in confined spaces such as but not limited to manhole structures and large diameter pipes. Confined Space Training to be completed within three months of employment. Must be able to operate and maintain manhole entry and safety equipment and atmospheric monitoring devices.

WORKING CONDITIONS

Exposure to dirt, noise, wastewater and the like. Perform work outdoors under all weather conditions and during day and night hours. Perform all duties while working alone. Must be available for emergency operations as required.

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements.

10/2/84

Revised 3/7/88, 3/21/00, 8/18/03, 11/3/03, 8/25/06, 2/1/07, 8/25/15, 12/20/16, 07/23/24