



CLASS TITLE | WATER/WASTEWATER WORKS OPERATOR III -- TECHNICIAN

PAY GRADE: LT-16| www.cityoftulsa.org/pay

Class Code: 8554

Effective Date : 10/19/2022

PURPOSE OF THE CLASSIFICATION: Under general supervision, performs a variety of meter work, customer service, emergency response and/or investigates water and sanitary sewer issues while working as a member of a crew engaged in technical and/or major repair or maintenance activities for water and sanitary sewer infrastructure and other related assigned duties.

ESSENTIAL TASKS (Water Distribution/Sewer Operations and Maintenance):

- Operates maintains instructs, and directs others in the use of a variety of standard and specialized water and sewer industrial equipment
- Acts as the Water/Wastewater Operator IV in their absence
- Performs 24/7, 365 days a year emergency response and non-emergency work on the City of Tulsa's water and sanitary sewer infrastructure
- Performs lead work such as planning activities according to priority, problem solving, and decision making in the maintenance and/or repair of water or sanitary sewer infrastructure
- Operates specialized and standard equipment
- Directs and participates in cleanup of the work area and equipment upon project completion.
- Develops and maintains worksite safety, assuring proper placement of traffic warning devices
- Monitors, collects, evaluates and interprets data pertaining to water and sewer asset management.
- Utilizes remote computer to research maintenance history, locate assets, and to document maintenance and repair work on those assets
- Investigates and resolves customer water & sewer complaints (In some divisions)
- Coordinates and resolves operations and maintenance activities with customers, property owners, and contractors involving water and sewer infrastructure
- Must report to work on a regular and timely basis

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

QUALIFICATIONS:

Training and Experience: Must meet one of the following options or an equivalent combination of training and experience per Personnel Policies and Procedures, Section 100

1. (a) Graduation from high school or possession of a General Educational Development Certificate (GED); **and**,
(b) Three (3) years of progressively responsible experience; **including**,
(c) Semiskilled and skilled work in the major repair or heavy construction field with some lead work responsibility **or** one (1) year as a Water/Wastewater Operator II

Proficiency Increases

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1st Proficiency SOM & Water Distribution; Employee will be eligible for a one step increase:

- Upon completing three (3) months as a Water/Wastewater Works Operator III-Technician
- If they receive a "Proficient" or above rating on most recent Employee Proficiency Form
- Lifting and Rigging Certification, if not previously completed, or 0.50 credit from the Internal Training Development Catalogue, not previously submitted, as approved by management
- Upon completing Driver improvement training Re-certification
- Upon completing Customer Service Training



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- Upon completing OKIE 811 (Golden Shovel Certification) , if not previously completed, or 0.25 credit from the Internal Training Development Catalogue, not previously submitted, as approved by management

2nd Proficiency SOM; Employee will be eligible for a one step increase:

- Upon completing six (6) months as a Water/Wastewater Works Operator III-Technician
- If they receive a "Proficient" or above rating on most recent Employee Proficiency Form
- Upon passing the assessment for the Wastewater Collection System Vol. 1 (9 CEU's)
- Upon completing Leadership Training Course
- Upon completing Traffic Control Training

2nd Proficiency Water Distribution; Employee will be eligible for a one step increase:

- Upon completing six (6) months as a Water/Wastewater Works Operator III-Technician
- If they receive a "Proficient" or above rating on most recent Employee Proficiency Form
- Upon completing Traffic Control Training
- Upon completing Meter Maintenance Training for 3"-20"
- Meter Testing 5/8"-20"

Knowledge, Abilities and Skills:

Knowledge of:

- Considerable knowledge of manual work practices, methods, tools, materials and equipment of varied semiskilled major repair and heavy construction work
- Considerable knowledge of the City policies and governmental rules and regulations relating to the hazards and safety precautions of the work
- *Prefer demonstrated knowledge in Oklahoma Department of Environmental Quality regulations and requirements of Oklahoma Department of Transportation*

Ability to:

- Ability to use and instruct others in the use of hand and mechanical tools and equipment
- Ability to operate, read, interpret, and instruct others utilizing operation and equipment manuals
- Ability to maintain daily records, ability to perform basic math calculations
- Ability to read and interpret plans, specifications and water, sanitary and storm sewer atlases
- Ability to understand and influence the behavior of others within the organization, customers or the public in order to achieve job objectives and cause action or understanding

Physical Requirements: Physical requirements include frequent walking and standing; frequent lifts/carries up to 60 pounds; frequent pushing up to 50 pounds; occasional lifts/carries up to 105 pounds; occasional pushing up to 60 pounds; frequent pulling up to 60 pounds; frequent reaching, balancing, bending, kneeling, handling, climbing, smelling and twisting; occasional crawling and feeling; and vision, speech and hearing sufficient to perform the essential tasks.

Licenses and Certificates:

- Possession of a valid Oklahoma Class "A" Commercial Driver's License (CDL) with applicable endorsements within six (6) months of hire
- Positions within this classification require a valid Class "D" Water/Wastewater Operator's License as issued by the Department of Environmental Quality (DEQ) within six (6) months of hire



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- Positions in this classification also require Confined Space Entry and Trenching & Shoring Certification within six (6) months of hire
- Possession of Certification on Self Contained Breathing Apparatus (S.C.B.A.) within six (6) months of hire (some positions)

WORKING ENVIRONMENT: Working environment is primarily outdoors and occasionally indoors and in inclement weather. May be exposed to the following: hazardous materials, animal waste/dead animals, flammable liquids, radiation, traffic, cramped work areas, excessive dust, weather/temperature extremes, trench excavations, underground gas/electric/petroleum/fiber optic lines, rough terrains, cutting/chipping/grinding, hazardous/toxic atmospheres, sewage, damp/wet surfaces, snow/ice covered surfaces, animal bites, snake bites, insect bites, poisonous plants, overhead power lines, toxic fumes/vapors/odors, confined spaces, compressed gases, high noise areas and refuse/garbage/litter. Required to work overtime and be subject to call back and/or 24-hour standby.

EEO Code: N-07

Group: Labor and Trades

Series: Unskilled and Semiskilled Labor