PURPOSE OF THE CLASSIFICATION: Under general supervision is responsible for supervising and participating in the development and maintenance of chemical, biological and micro-biological testing programs for the City's water, wastewater plants, Distribution System and streams; and performs other related assigned duties.

ESSENTIAL TASKS:
- Plans, assigns, and reviews the work of subordinate technical personnel operating instrumentation who are responsible for performing analysis of water, wastewater, and environmental samples
- Reviews data to determine validity for release
- Develops guidelines for progressive cross-training program for operators of instruments
- Evaluates areas of concern in processing results
- Performs maintenance on instruments
- Assesses material and equipment needs for analysis and initiates appropriate purchasing requests
- Monitors and evaluates laboratory operations for analysis to ensure compliance with federal, state, and local regulations, as well as City and departmental policies
- Directs and trains subordinate technical personnel in the testing procedures and safety measures
- Initiates, researches, and implements new or improved testing procedures
- Alerts plant operating personnel to potential water, wastewater, or environmental problems and assists other City personnel in solving the problems in a timely manner
- Maintains precise records and provides verbal and written reports
- 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 the following criteria per Personnel Policies and Procedures, Section 100:

(a) Graduation from an accredited college or university with a bachelor's degree in chemistry, environmental science, or a closely related field; and,
(b) Four (4) years progressively responsible experience in chemical, environmental, water/wastewater laboratory experience; including,
(c) One (1) year of operations and maintenance of specialized instrumentation such as the atomic absorption, gas chromatography or other designated equipment.

Knowledge, Abilities and Skills:

Knowledge of:
- Comprehensive knowledge of the procedures, equipment, and technology of specialized instrumentation
- Considerable knowledge of theories, principles, and practices of inorganic and organic chemistry and bacteriology
- Considerable knowledge of qualitative and quantitative chemical analysis
- Considerable knowledge of federal, state, and local regulations pertaining to water, wastewater, and environmental standards

Ability to:
- Prepare reports and maintain records
- Train and supervise subordinates
• Perform office and administrative tasks
• Utilize the highest level of interpersonal skill in order to understand, select, develop, and motivate people at any level within or outside the organization.

Physical Requirements: Physical requirements include arm and hand steadiness and finger dexterity enough to use a keyboard and telephone; occasional lifting, carrying, pushing, and pulling up to 50 pounds; may be subject to walking, standing, sitting, reaching, bending, handling, and smelling; and vision, speech, and hearing sufficient to perform the essential tasks.

Licenses and Certificates:
  a) Possession of a valid class "D" Oklahoma Driver license (some positions); and,
  b) Possession of a valid Class "A" Water/Wastewater Laboratory Operator's License as issued by the Department of Environmental Quality (DEQ) within eighteen (18) months of date of hire.

WORKING ENVIRONMENT: Working environment is primarily indoors in a laboratory setting.

EEO Code: E-01
Group: Cultural, Legal, and Sciences
Series: Sciences