Range: 16, 19
FLSA: Non-exempt
Date: April 2026
Position Type: Safety Sensitive

WASTEWATER COLLECTIONS (Levels II & III)

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class at various levels of certification. Specifications are not intended to reflect all duties performed within the job.

DEFINITION

To perform a variety of skilled tasks in the operation, maintenance, and repair of the City's wastewater collections system infrastructure, grounds and equipment; to ensure public health and safety; to ensure compliance with federal, state, and local regulations.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Chief Collections Operator or other assigned designee.

ESSENTIAL AND MARGINAL FUNCTION STATEMENTS--*Essential and other important responsibilities and duties may include, but are not limited to, the following:*

Essential Functions:

All Levels

1. Surveys sewer pipe lines with a camera, checking for any debris, breaks, or compromised lines.
2. Performs Closed Circuit Television (CCTV) inspection of sanitary sewer and storm water systems on a daily basis.
3. Sets up and operates TV truck and equipment.
4. Assists with cleaning lines, installation, and capturing videos.
5. Documents and produces accurate job/inspection reports, complete necessary paperwork, ADOT logs, etc.
6. Troubleshoots and conducts routine repairs on electronics and equipment.
7. Participates in appropriate safety procedures, including but not limited to working in confined spaces; lock-out tag-out; fall protection; ladders; reporting and/or correcting unsafe work conditions.
8. Performs daily rounds and reads by visually checking equipment, meters and systems, and maintaining logs and records.
9. Services and repairs pumps, motors, valves, meters, and other mechanical equipment.
10. Performs preventative maintenance: oils, greases, cleans, and services collections equipment.
11. Participates in call-backs for collections and plant system.
12. Maintains lift station grounds.
13. Designation at a given operator level shall require demonstration of not only certifications required at the level, but also the ability to satisfactorily perform the functions of the level.

Operator II Level

14. Functions for All levels and Operator Level I apply to this level in addition to those under the Operator II Level heading.
15. Conducts inspections of grease traps and other pre-treatment devices and measures.
16. Assists in the review of proposed connections to and extension of the sewer collection system.
17. Prepares written incident reports.
18. Monitors, and interprets, computerized Supervisory Control and Data Acquisition (SCADA) controls to maintain proper operating condition
19. Prepares written reports; compiles and enters technical and statistical data into computers in order to prepare clear and concise reports.

Operator III Level

20. Functions for All levels, Operator Level I, and Operator Level II apply to this level in addition to those under the Operator III Level heading.
21. As required, acts as interim Direct Responsible Charge (Operator III).

Marginal Functions:

1. Performs general ground and building maintenance such as sweeping, cleaning, painting, weed eating, etc.
2. Purchases necessary equipment, parts, and supplies (Operator I and above).
3. Conducts Public Tours (Operator II and above).
4. Assists in Plant Operations.
5. Performs related duties and responsibilities as required.

ALL OPERATORS QUALIFICATIONS

Knowledge of:

- Operational characteristics of wastewater systems.
- Methods and techniques for maintaining, repairing, and troubleshooting wastewater equipment and processes.
- Safe work practices.
- Uses and purposes of general maintenance tools and equipment.
- Basic math principles.
- Basic computer skills; knowledge of SCADA, telemetry, and alarm systems (Operator 1 and above).
- Occupational hazards and standard safety practices and procedures.
- Operational and safety regulations pertaining to wastewater facilities, equipment, and construction.
- Pertinent federal, state, and local laws and regulations pertaining to wastewater.

Ability to:

- Work weekends and holidays.
- Within one year of employment, reside within 30 minutes of the treatment plant to provide on-call coverage; respond to emergency calls after hours.
- Perform in adverse weather conditions and exposure to toxins associated with wastewater.
- Respond to an emergency situation with the ability to communicate electronically.
- Wear OSHA required personal protective equipment including respirators.
- Work safely in confined spaces with hazardous materials.
- Perform heavy manual labor.
- Walk on rough terrain.

- Work in confined spaces.
- Read and interpret technical maps, manuals, drawings, blueprints, schematics, and diagrams.
- Safely operate equipment such as trucks, tankers, tractors, vactor, hoists, and related heavy equipment.
- Evaluate situations, diagnose operational issues, and take effective courses of action.
- Work independently in the absence of supervision.
- Understand and follow oral and written instructions; communicate clearly and concisely, both orally and in writing.
- Establish and maintain professional working relationships with city officials, other employees, the public, and outside agencies.
- Work in organized team efforts and assist in problem solving work related issues for continuous improvement in work efforts.
- Evaluate situations, diagnose operational issues, and take effective courses of action.

EXPERIENCE AND TRAINING GUIDELINES

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Wastewater Collections Operator II (Range 17):

Experience:

Three years of increasingly responsible experience in operating and maintaining wastewater collections systems and/or wastewater/water treatment systems and equipment is required or one year of experience combined with a bachelor's degree in engineering, science, environmental science, or other related field.

Training:

Equivalent to the completion of the twelfth grade, supplemented by training in wastewater maintenance or a related field.

License or Certificate:

Possession of an ADEQ Grade II Wastewater Collections Certificate.
Possession of an Arizona valid driver's license within two months of employment.

Wastewater Collections Operator III (Range 19):

Experience:

Five years of increasingly responsible experience in operating and maintaining wastewater collections systems and/or wastewater/water treatment systems and equipment is required or two years of experience combined with a bachelor's degree in engineering, science, environmental science, or other related field.

Training:

Equivalent to the completion of the twelfth grade, supplemented by training in wastewater maintenance or a related field.

License or Certificate:

Possession of an ADEQ Grade III Wastewater Collections Certificate.
Possession of an Arizona valid driver's license within two months of employment.
Possession of Commercial Driver's License (CDL) Class B with Tanker (N) endorsement.

WORKING CONDITIONS

Environmental Conditions:

Wastewater collections system environment; exposure to noise, grease, smoke, fumes, noxious odors, gases, vehicular/traffic hazards, and mechanical and electrical hazards; work in all types of weather conditions; work in confined spaces; work in or with water; work on slippery or uneven surfaces and terrain. Position is required to wear respirator to complete a portion of its position accountabilities. May have to enter indoor business environments occasionally.

Physical Conditions:
Essential and marginal functions may require maintaining physical condition necessary for moderate and heavy lifting; standing, walking or sitting for prolonged periods of time; walking on rough terrain; operating motorized equipment; general manual dexterity; auditory ability to hear such things as motor or pump sounds, and alarms; ability to speak softly and loudly.

NOTE:

Highly qualified candidates may be hired as a WW Collections Level III (Range 19).