

City of Fort Worth, Texas Job Description

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| Classification Title | Water Systems Sampler | | |
| Job Code: | TC5580 | Job Family: | Technical/Para-Professional |
| Pay Grade | 506 | Date Reviewed: | 07/07/15 |
| FLSA Status | Nonexempt | Date Revised: | |

GENERAL SUMMARY

Performs a variety of technical duties involved in the sampling and biological/chemical analysis of water and wastewater quality. Collects and analyzes samples from the City's distribution system including well sites and reservoirs to insure water quality compliance with local, state, and federal regulations.

ESSENTIAL DUTIES & RESPONSIBILITIES

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this job. Incumbents may be requested to perform job-related tasks other than those specifically presented in this description.

1. Collects water samples for bacteriological and chemical analysis from designated water storage, production, or collection sites. Performs a variety of standard field tests for chlorine residual and other water quality factors.
2. Prepares solutions and agents for various chemical analyses. Provides input regarding operational treatment processes. Monitors disinfection by-products, turbidity, inorganic and organic chemicals and analyzes chemical lab tests.
3. Conducts routine laboratory analysis for quality and process control. Monitors wastewater treatment plant effluent for toxicity, heavy metals and other parameters.
4. Reviews laboratory results, identifies water quality problems and notifies proper personnel.
5. Assists in responding and resolving customer complaints concerning water quality. Conducts field investigations and site visits.
6. Maintains, cleans and cares for laboratory equipment and materials.
7. Compiles and prepares accurate records for compliance with local, state, and federal regulations. Maintains log records of all equipment including motor vehicles.
8. Calibrates analytical equipment including pH meters, turbid meter, and spectrophotometers.
9. Stays abreast of federal, state and local laws and regulations pertaining to water quality. Explains and reviews regulations to customers.
10. Performs other duties as required.

11. Adheres to assigned work schedule as outlined in the Department and City attendance policies and procedures; ensures all behaviors comply with the City's Personnel Rules and Regulations.

KNOWLEDGE, SKILLS & ABILITIES

- **Knowledge of:**
 - Principles of routine chemistry, biology, and bacteriology.
 - Procedures, materials and equipment used in chemical and bacteriology testing and analyses.
 - Use, care and maintenance of laboratory equipment.
 - Principles of chemical reactions.
 - Basic principles of record keeping and reporting.
 - Occupational hazards and standard safety precautions.
 - Pertinent federal, state and local laws, codes and regulations related to water/wastewater treatment and water quality.
- **Skill in:**
 - Planning and prioritizing.
 - Observation and decision-making.
 - Organization and time management.
- **Ability to:**
 - Communicate clearly and effectively, both orally and in writing.
 - Perform a variety of basic chemical and bacteriological testing and analysis.
 - Analyze and interpret the results of a variety of water tests.
 - Identify and resolve water quality problems.
 - Operate and care for laboratory equipment.
 - Work safely with a variety of hazardous and toxic materials.
 - Interpret and apply federal, state and local laws, codes and regulations related to water treatment and quality.
 - Interpret and explain city water quality policies and procedures.
 - Prepare complete and accurate records and reports.
 - Establish and maintain effective working relationships.

MINIMUM JOB REQUIREMENTS

Associate's degree from an accredited college or university with major course work in chemistry, biology, or a related field and one year of water treatment or laboratory experience.

OTHER REQUIREMENTS

Valid Texas Driver's License.

Possession of or ability to obtain a Class C Surface Water Treatment Operators License from the Texas Commission on Environmental Quality (TCEQ) within one year of hire date.

WORKING CONDITIONS

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Depending on assignment, positions in this class typically require touching, talking, hearing, seeing, grasping, standing, stooping, kneeling, crouching, reaching, walking, repetitive motions, climbing, balancing, pushing, pulling and lifting; depending on assignment. Incumbents may be exposed to moving mechanical parts, odors, dusts, poor ventilation, chemicals, oils, extreme temperatures, inadequate lighting and intense noises.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Medium work – Depending on assignment, positions in this class typically exert up to 50 pounds of force occasionally, up to 20 pounds of force frequently, and/or up to 20 pounds of force constantly having to move objects.