



POSITION DESCRIPTION AND QUALIFICATIONS

Water Quality Technician I

Market

Reports to: Water Quality & Treatment Manager

Salary Non-Exempt

GENERAL STATEMENT

The Water Quality Technician I position is responsible for performing various skilled duties related to the operation and maintenance of water quality programs.

ESSENTIAL DUTIES

Assists in the planning and implementation of various programs including water quality compliance monitoring and reporting, water quality complaint investigations, and system-wide water quality maintenance activities. Coordinates and participates in other operation and maintenance programs throughout the water quality department as assigned. Works closely with Commission staff and the public to ensure compliance with water quality goals. Active Communication and Respectfulness of co-workers and the public are skills required for this position, as are incorporating Medford Water Commission Values into daily activities.

EXAMPLES OF WORK *(Illustrative Only)*

- Assists in the development of strategies to maintain water quality and ensure compliance with regulations; maintains knowledge of current regulatory requirements and issues
- Conducts water quality sampling, laboratory analysis, data analysis, and reporting
- Assists with planning and implementation of related water quality department programs including conducting routine and investigative water quality monitoring, investigating and documenting water quality complaints, main flushing, discharge of chlorinated waters, maintaining related records and reports
- Performs preventative maintenance and calibrations on analytical equipment and instruments to ensure proper operation and accuracy
- Assists with preparation of technical, statistical, and regulatory compliance reports for staff and/or public relations purposes as necessary
- Other related duties as assigned

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of the principles and practices involved in the treatment and distribution of potable water; including water treatment process fundamentals, basic chemistry and math, cross connection control and related backflow prevention assembly applications, laboratory testing, and applicable regulatory requirements, rules and guidelines.

Skill in using a computer and related software applications; preparing and maintaining records and reports, operating various equipment including hand and power tools, performing general maintenance, and communications, sufficient to exchange or convey information and receive work direction.



POSITION DESCRIPTION AND QUALIFICATIONS

Water Quality Technician I

Market

Reports to: Water Quality & Treatment Manager

Salary Non-Exempt

Ability to independently plan, organize and implement various water quality and facility management programs, establish and maintain accurate records; supervise and direct subordinate staff; respond to emergency or staff shortage situations; follow safety procedures unique to hazardous materials and laboratory chemicals; establish and maintain effective working relationships with staff and the public.

COMPETENCIES

Communication Proficiency, Technical Capacity, Decision Making, Teamwork/Collaboration, Time Management and Ethical Conduct

TRAINING, EXPERIENCE, AND LICENSING REQUIRED

High School Diploma or GED; or an equivalent combination of education and experience that provides the knowledge, skills and abilities sufficient to perform the essential duties of this position.

Oregon Water Distribution Operator Level I Certification required 6 months after introductory period (total of 18 months); Valid Oregon Driver's license and acceptable driving record.

PHYSICAL REQUIREMENTS

Work performed includes a combination of office, treatment plant and local field activities which may involve exposure to dirt, noise, hazardous materials, confined spaces, and adverse weather conditions. Employees frequently work alone, and the anticipated work schedule is regular business hours Monday through Friday.

Positions in this class typically require kneeling and crouching, reaching, standing, walking, pushing, pulling, lifting, grasping, talking, hearing, seeing, and repetitive motions.

Medium work: exerting up to 50 pounds of force occasionally and/or 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

Incumbents may be subjected to moving mechanical parts, electrical currents, vibrations, fumes, poor ventilation, chemicals, and extreme temperatures.



POSITION DESCRIPTION AND QUALIFICATIONS

Water Quality Technician II

Market

Reports to: Water Quality & Treatment Manager

Salary Non-Exempt

GENERAL STATEMENT

The Water Quality Technician II position is responsible for performing various skilled duties related to the operation and maintenance of water quality programs.

ESSENTIAL DUTIES

Assists in the planning and implementation of various programs including water quality compliance monitoring and reporting, water quality complaint investigations, and system-wide water quality maintenance activities. Coordinates and participates in other operation and maintenance programs throughout the water quality department, as assigned. Works closely with Commission staff and the public to ensure compliance with water quality goals. Active Communication and Respectfulness of co-workers and the public are skills required for this position, as are incorporating Medford Water Commission Values into daily activities.

EXAMPLES OF WORK *(Illustrative Only)*

- Develops strategies to maintain water quality and ensure compliance with regulations; maintains knowledge of current regulatory requirements and issues
- Conducts water quality sampling, laboratory analysis, data analysis, and reporting
- Assists with planning and implementation of related water quality department programs including conducting routine and investigative water quality monitoring, investigating and documenting water quality complaints, main flushing, discharge of chlorinated waters, reservoir cleaning, maintaining related records and reports
- Performs preventative maintenance and calibrations on analytical equipment and instruments to ensure proper operation and accuracy
- Prepares technical, statistical, and regulatory compliance reports for staff and/or public relations purposes as necessary
- Other related duties as assigned

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of the principles and practices involved in the treatment and distribution of potable water; including water treatment process fundamentals, basic chemistry and math, cross connection control and related backflow prevention assembly applications, laboratory testing, and applicable regulatory requirements, rules and guidelines.

Skill in using a computer and related software applications; preparing and maintaining records and reports, operating various equipment including hand and power tools, performing general maintenance, and communications, sufficient to exchange or convey information and receive work direction.



POSITION DESCRIPTION AND QUALIFICATIONS

Water Quality Technician II

Market

Reports to: Water Quality & Treatment Manager

Salary Non-Exempt

Ability to independently plan, organize and implement various water quality and facility management programs, establish and maintain accurate records; supervise and direct subordinate staff; respond to emergency or staff shortage situations; follow safety procedures unique to hazardous materials and laboratory chemicals; establish and maintain effective working relationships with staff and the public.

COMPETENCIES

Communication Proficiency, Technical Capacity, Decision Making, Teamwork/Collaboration, Time Management and Ethical Conduct

TRAINING, EXPERIENCE, AND LICENSING REQUIRED

High School Diploma/GED and (3) or more years of experience in water treatment and/or distribution operations; or an equivalent combination of education and experience that provides the knowledge, skills and abilities sufficient to perform the essential duties of this position.

Oregon Water Distribution Operator Level II Certification required 6 months after introductory period (total of 18 months); Valid Oregon Driver's license and acceptable driving record.

PHYSICAL REQUIREMENTS

Work performed includes a combination of office, treatment plant and local field activities which may involve exposure to dirt, noise, hazardous materials, confined spaces, and adverse weather conditions. Employees frequently work alone, and the anticipated work schedule is regular business hours Monday through Friday.

Positions in this class typically require kneeling and crouching, reaching, standing, walking, pushing, pulling, lifting, grasping, talking, hearing, seeing, and repetitive motions.

Medium work: exerting up to 50 pounds of force occasionally and/or 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

Incumbents may be subjected to moving mechanical parts, electrical currents, vibrations, fumes, poor ventilation, chemicals, and extreme temperatures.