

Wastewater Collection Worker  
(Class Code 4110)

Task List

**Vehicle Operation & Maintenance**

1. Drives class B vehicles (2600 GVW) including utility bed pick-ups, rodding machine trucks, hydrocleaner trucks, sewer construction trucks, and dump trucks (single axle, 6 cubic yard capacity) in order to move personnel, equipment, material, and tools between job locations.
2. Checks fuel, oil, and hydraulic and brake fluid levels, tire pressures, brake operation, windshield wipers, lights, and turn signals in order to ensure that the vehicle is ready for safe operation.
3. Completes safety check form and notes any condition needing maintenance or repair in order to meet California Highway Patrol requirements and/or to assist in scheduling maintenance.
4. Performs maintenance to wastewater collection vehicles such as washing the vehicle, cleaning catch basin cleaner screens and filters, cleaning the hold tank, lubricating zerk fittings, and lubricating and adjusting heads on rodding machine, using hoses, torque wrenches, and grease guns in order to ensure that the equipment is in proper operating condition.

**Inspection**

5. Lifts maintenance hole cover using hook or pick and may strike it with sledge hammer to loosen the cover if it is stuck, in order to gain access to sewer line.
6. Reads and interprets street maps and various plans such as wye maps, storm drain substructure plans, and system diagrams to obtain information such as connections to water mains, underground depth of lines at various points, and particular locations/connections for the various branch lines of sewer systems and storm drain systems in order to make repairs and/or to give accurate information about a problem if major work is needed.
7. Visually examines interior of maintenance hole including steps, structure, cover, and rings for signs of damage or deterioration in order to determine need for repairs.

8. Visually checks sewer flow including level, velocity, color, odor, and presence of solid objects in order to determine if there are unusual conditions present such as debris, grease, sticks, roots, or industrial waste products.
9. Completes work orders using a laptop computer in order to document conditions found in maintenance holes and sewers.
10. Investigates service request regarding sewer and/or storm drain systems, by:
  - a. traveling to the reported location,
  - b. visually inspecting the systems in the area to determine the cause of the problem, and
  - c. attempt needed repairs using tools carried on the inspection truck.
11. Calls supervisor when service request repairs need special attention, and gives description of the trouble so a properly equipped crew can be dispatched.
12. Performs dye test, after checking wye maps, by flushing dye into toilets and looking into the sewer line downstream for the color change in order to determine which sewer line that location is connected to.

### **Maintenance & Cleaning**

16. Uses hand tools including grease breakers, shovels, stick retrievers, or hand rods, in order to remove materials, which may interfere with sewer flow such as sticks, grease accretions, or asphalt chunks.
17. Operates power rodder in order to remove materials that may interfere with sewer flow such as roots and grease by:
  - a. positioning end of rod over maintenance hole,
  - b. maneuvering the end of the rod and protective collar into the downstream end of the sewer pipe,
  - c. turning on the power,
  - d. observing the progress of the rod, and
  - e. stopping and rewinding it when it has traveled the desired distance.

18. Operates hydrocleaner in order to remove materials that may interfere with sewer flow such as grease or roots by:
  - a. positioning end of hose over maintenance hole,
  - b. maneuvering the nozzle and protective collar into the upstream end of the sewer pipe,
  - c. turning on the power, observing the progress of the hose, and
  - d. stopping and rewinding it when it has traveled the desired distance in 50 foot increments.
  
19. Sets up gasoline and electrically powered centrifugal pumps in order to remove or to discharge liquids and sludge by:
  - a. placing them in position for use,
  - b. attaching fire hose to intake and discharge orifices of pump,
  - c. submerging the end of the intake hose in the water to be moved,
  - d. putting the end of the discharge hose into the maintenance hole, pipe, or other discharge location,
  - e. connecting the pump to the power source with electric cords and
  - f. turning the pump on by operating a switch.
  
22. Performs periodic maintenance to inaccessible areas of sewer and storm drain systems by hand-rodding, flushing, and applying chemical treatments, using flexible and wooden rods, fire hoses, and chemical compounds in order to keep systems free of debris.
  
24. Unloads collected solid material from catch basin cleaner at the dump by:
  - a. moving the truck into correct position,
  - b. undoing the latch of the tank and standing clear,
  - c. tilting the holding tank to dump position by pressing the control button,
  - d. waiting for the trash to fall clear,
  - e. hosing off the transom and tank using the hose and clean water carried on the truck, and
  - f. returning the tank to travel position and closing the latch.

### **Safety**

25. Follows OSHA regulations and required safety procedures such as wearing hard hats, goggles, gloves, safety vests, safety shoes in areas and situations when needed in order to keep safe.
  
26. Ensures that safety gear such as first aid kit, cones, and warning signs are onboard work trucks in order to avoid injury to workers or others in the area, and damage to equipment.

27. Obtains proper permit for entering confined spaces by completing the form describing the space to be entered and obtaining supervisory or management approval, in order to avoid injury to workers or others in the area.
28. Sets up traffic control and/or construction safety devices such as cones, arrow boards, high-level warning devices, traffic warning signs, barricades, and/or construction ribbon according to procedures in the Work Area Traffic Control Handbook (WATCH) in order to ensure the safety of crew-members and the general public.
29. Adheres to the Standard Operating Procedure for confined space entry in order to avoid injury to workers or others in the area by:
  - a. lowering testing instruments (Gas-Tech) into a confined space,
  - b. obtaining the readings of the levels of explosive, toxic, or asphyxiating gasses,
  - c. ventilating the area using an electric or gasoline powered blower,
  - d. setting up air line breathing apparatus, and
  - e. observing workers inside the confined space for indications of asphyxiation or reaction to toxic fumes.
30. Provides tools, materials, and/or equipment to workers in maintenance holes or other confined spaces by lowering them on lines or in buckets in order to get them to the worker safely.
31. Follows safety procedures and requirements for shoring and access when working in trenches or excavations in order to avoid injury to workers or others in the area, and damage to equipment.
32. Attends and presents material at regular district safety meetings where crewmembers review new and old safety regulations, emergency procedures, or equipment.
33. Conducts tailgate safety meetings at field sites of non-routine jobs in order to provide additional safety information specific to that job.
35. Observe people present in or near the work area and when necessary informs them of correct safety procedures in order to avoid injury to workers or others in the area.

### **Construction**

36. Installs saddles on sewer lines by cutting a hole in the sewer pipe, cementing the saddle over the hole using epoxy or PVC cement, and/or encasing the joint with Portland or plastic cement using tools such as miner's picks, putty knives, and trowels in order to provide property owners with access to main sewers.
37. Uses power tools such as skill saws, drills, and concrete saws for purposes such as maintaining sewers and storm drains.

### **Storm Tasks**

41. On rainy days, visually checks the storm drain system, including catch basins, open channels, debris basins, and open storm drains by driving designated "rain routes" in order to detect and correct trouble immediately.
42. Unclogs storm drain openings, including catch basins, low-flow open channels, debris basins, and open storm drain using hand tools such as bell hooks, shovels, rakes grab-forks, picks, cover hooks, flexible and wooden rods, pressure bags, fire hoses, auxiliary valves (Jone valves), and revolving nozzles in order to relieve flooded conditions.

### **Communication**

43. Assists in Continuous Deflector System (CDS) work by removing cover, attaching lifting cables to catch net, hand raking debris, and operating a vactor truck in order to prevent blockage in storm drains.
44. Orally discusses jobs with supervisors and coworkers in order to arrange work activities and resolve problems such as unusual blockages or spills.
45. Communicates with coworkers in noisy work areas using hand signals in order to give and receive work related information.
46. Completes standard forms such as time, work, and accident reports, in accordance to departmental rules and procedures.
47. Reviews work history, notes, and comments about work sites, using a laptop computer with specialized software, in order to determine appropriate work plan for completing assignments.
48. Acts as lead worker for a field crew by explaining the work assignment, assigning tasks to crew members, making decisions on how to complete assignment and resolving any disputes among crew members.

## **Tools & Equipment**

49. Carries tools, materials, and other equipment required for the job to work sites that are inaccessible by truck in order to work safely and effectively.
50. Uses hand tools such as shovels, grease breakers, sledge hammers, pry bars, picks, and traps to do minor cleaning such as breaking up grease accretions and removing sticks or other objects which may block flows in sewers and storm drain systems.
51. Cleans and properly stores hand tools such as shovels, grease breakers, sledge hammers, pry bars, picks, and traps after use in order to keep them in good condition.