



CLASSIFICATION NO. 775

Established: 1/98

Revised: 7/00

FLSA: Non-Exempt

EEO: 3

## **SOURCE CONTROL TECHNICIAN**

### **CLASS CHARACTERISTICS**

Under supervision, to perform monitoring and sampling of industrial discharges, storm and surface water, and soils; to collect and preserve samples in the field; to monitor, evaluate and determine acceptance of septage based on predetermined criteria; and to conduct inspections of non-domestic discharging facilities, and to do other work as required.

### **DISTINGUISHING CHARACTERISTICS**

The Department of Water Environment Services manages and operates the County's utility service districts, including sewage collection systems, pumping stations, treatment plants and surface water management facilities.

The Source Control Technician participates in a work team to ensure industries within the service districts of the County comply with Federal, State and local regulations governing the discharge of industrial wastewater. The Source Control Technician samples and monitors industrial discharges, monitors septage receiving, conducts industrial inspections, and maintains associated records in conformance with established procedures.

The Source Control Technician differs from the Source Control Specialist by its focus on monitoring and sampling of industrial discharges, storm and surface water discharges, septage, and soils; and by its lesser involvement in scope and activity of non-compliance, investigative and enforcement issues.

### **TYPICAL TASKS**

Duties may include, but are not limited to, the following:

1. Performs industrial pretreatment monitoring in accordance with department safety procedures; prepares sampling requests; performs laboratory testing in field and preserves samples for further analysis; maintains records of flow monitoring from district's permanent monitoring stations; maintains field records in conformance with chain of custody procedures.
2. Contacts customers to schedule soil sampling; collects soil samples from fields prior to and after application of biosolids; prepares samples for shipment to laboratory.
3. Collects septage samples prior to introduction into system; evaluates and determines acceptance of septage based upon predetermined criteria including conducting basic pH tests; monitors discharging facilities on a regular basis.

4. Schedules and conducts inspections of non-domestic discharging facilities; maintains inspection records in accordance with DEQ and related regulatory requirements.
5. Inspects, monitors and adjusts instruments such as flow meters and samplers; performs preventive maintenance and minor repairs; calibrates and maintains flow meters and samplers; programs flow meters and samplers.
6. Operates and maintains surface water management sampling stations including monitoring of pH, dissolved oxygen, and conductivity; performs sampling of streams and tributaries within the district's basins; maintains chain of custody records on all surface water samples collected; evaluates and compiles data on stream characteristics; reports unusual circumstances to the surface water staff.
7. Collects, compiles, enters data into computer and analyzes data using various computer applications; compiles data for internal and regulatory compliance purposes; reviews industrial self-monitoring reports; maintains records regarding compliance reports and monitoring status; identifies industries in non-compliance with permit standards, local, state and federal regulations; informs source control staff of non-compliance events.
8. Gathers samples of unusual discharges to the treatment plants and sanitary and storm water collection systems; assists in determining type of pollutant and developing strategies to identify sources of discharge; collects samples for other programs within the Department.

### **REQUIRED KNOWLEDGE AND SKILLS**

Knowledge of: Principles and practices of wastewater collection and treatment; principles and practices of wastewater sampling, preservation of samples, and laboratory analysis; Federal, State and district regulations pertaining to Source Control programs.

Working knowledge of: Industrial processes used by source control systems; surface and storm water sampling techniques; soil sample collection and preparation; district pretreatment policies and procedures; sampling techniques and equipment; principles of basic chemical reactions; drainage structures.

Skill to: Communicate effectively and tactfully with the public, industrial users and other employees; prepare clear and concise report drafts; employ appropriate procedures for sampling, and for testing, interpreting and reporting laboratory findings with a high degree of accuracy and precision; maintain accurate records including chain of custody on all samples collected; use computer spreadsheet and database software programs and equipment associated with industrial pretreatment; make basic and algebraic mathematical calculations necessary to complete assigned work; establish and maintain effective working relationships.

### **WORKING CONDITIONS**

Duties require physical labor, including walking, reaching, squatting, kneeling, bending, balancing, climbing, shoveling, fine motor control, and ability to lift up to 50 pounds, carry, and push/pull up to 70 pounds. Duties also involve exposure to bacteria, viruses and toxins in wastewater, chemicals, exhaust fumes and dust, loud noises, and vibration. Some duties involve exposure to adverse weather conditions and hazardous locations, such as streets, live sewers, confined underground areas and on elevated platforms.

## **MINIMUM QUALIFICATIONS**

Minimum qualifications are used as a guide for establishing the minimum experience, education, licensure, and/or certifications required for employment in the classification. The following minimum qualifications are established for this classification. Additional minimum qualifications and special conditions may apply to a specific position within this classification and will be stated on the job announcement.

**Experience:** A minimum of two (2) years of related experience that would provide the required knowledge and skills to perform the responsibilities of this position.

**Licenses/Certifications:** None Required.

## **PRE-EMPLOYMENT REQUIREMENTS**

Driving is required for County business on a regular basis or to accomplish work. Incumbents must possess a valid driver's license, and possess and maintain an acceptable driving record throughout the course of employment.

Employment is contingent upon passing a post-offer physical assessment. Accommodation requests will be reviewed on an individual basis in compliance with State and Federal legislation.

## **POST-EMPLOYMENT REQUIREMENTS**

Oregon Confined Space Entry certification is required within three months of hire.

Edited: 6/16