City of Rapid City
Job Description

<table>
<thead>
<tr>
<th>Job Title</th>
<th>Water Production Sampling Technician</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job Code:</td>
<td>WSTC</td>
</tr>
<tr>
<td>Job Family:</td>
<td></td>
</tr>
<tr>
<td>Pay Grade:</td>
<td>AU04</td>
</tr>
<tr>
<td>Date Revised:</td>
<td>11/1/2021</td>
</tr>
<tr>
<td>FLSA Status:</td>
<td>Non-Exempt</td>
</tr>
</tbody>
</table>

General Summary: Inspects, conducts laboratory testing, sample collections and record keeping activities for the Water Production Facilities, in compliance with City, State and Federal regulations.

Essential Duties and 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.

- Collects samples from various public locations and City water production facilities that have used multiple industrial processes by using the appropriate sampling procedures.
- Performs visual inspections on facilities for compliance with City, State and Federal ordinances and regulations.
- Performs physical and chemical analyses of samples using Environmental Protection Agency approved Methods.
- Operates, calibrates, and maintains laboratory instruments such as spectrophotometers, pH/ISE meters and electrodes, turbidimeters and other required equipment.
- Submits treatment/sampling forms and reports to supervisor, maintains files and records those results in the Information Management System with a high degree of accuracy.
- Prepares reagents, standardized solutions, and microbiological culture media.
- Trains city personnel at both water production facilities in sampling techniques and procedures and administration of related paperwork.
- Practices standard laboratory safety and health procedures.
- May operate and maintain the water treatment facilities and related water production facilities. Performs visual checks of facilities for equipment malfunctions and assists in repairing or correcting malfunctions.
- May answer telephone and operate plant SCADA (Supervisory Control and Data Acquisition) system.
- Performs other duties as required.

Qualifications:

Education and/or Experience:

Associate’s degree from two-year college or technical school in a related field; one year of related experience desired. Knowledge of laboratory instrumentation, laboratory practices and QA/QC procedures sufficient to perform essential functions and familiarity with pertinent analytical methods, such as EPA approved Methods and APHA Standard Methods is preferred.
Certificates, Licenses, Registrations:

- Ability to obtain Class I Water Treatment Operator’s Certification as stated in the minimum qualifications for licensing by the State of South Dakota Board of Operator Certification, South Dakota Department of Environment and Natural Resources within 18 months from date of hire. Ability to obtain a Class II Water Treatment Operator’s Certification from the State of South Dakota DANR within 36 months of date of hire.
- Must possess a valid State issued driver’s license.

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.

The employee is occasionally exposed to toxic or caustic chemicals and outside weather conditions. The noise level in the work environment is usually moderate.

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.

The employee is regularly required to talk or hear. The employee is frequently required to stand; use hands to finger, handle, or feel and reach with hands and arms. The employee is occasionally required to walk; sit; climb or balance; stoop, kneel, crouch, or crawl and taste or smell. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception and ability to adjust focus.