



## BRIGHAM CITY CORPORATION

### Job Description

<b>Title:</b>	Wastewater Treatment Plant Laboratory Technician	<b>Code:</b>	<b>632</b>
<b>Division:</b>	Wastewater Treatment	<b>Effective Date:</b>	7/99
<b>Department:</b>	Public Works	<b>Last Revised:</b>	<b>02/20</b>
<b>GRADE: 57</b>		<b>FLSA Status: Non-exempt</b>	
<b>HIRING RANGE: \$21.85 - \$23.78 per hour (depending on qualifications)</b>			
<b>OPENED: March 16, 2021</b>		<b>CLOSES: Once filled</b>	

GENERAL PURPOSE

Performs a variety of **working level** complex technical duties related to the analysis of bio-solid, water and wastewater samples. Assists personnel in sampling and inspection for accidental spill programs. Maintains various computerized records and reports related to lab results, plant maintenance and collection data.

SUPERVISION RECEIVED:

Works under the general supervision of the Wastewater Treatment Plant Laboratory Director.

SUPERVISION EXERCISED

None.

ESSENTIAL FUNCTIONS

Collects, analyzes and reports data from samples originating from various process points of the treatment plant, including influent, effluent, contact basin, waste activated sludge, digester, clarifiers, drying beds, and compost areas; may also receive and process samples from domestic, industrial or commercial sites; performs laboratory tests required by the operating permits and regulatory agencies addressing parameters such as temperature, pH, ammonia, nitrates, turbidity, chlorine residual, biological and chemical oxygen demand, available oxygen, microscopy of biological population, total and fecal coliforms, total solids, percent solids, total suspended solids, and total volatile solids; may perform advanced lab tests on wastes brought in from outside wastewater treatment plants or industry requiring complex testing techniques and accurate procedures.

Conducts various tests for the water department, including residual chlorine, free chlorine, iron, manganese, fluoride, turbidity, total coliforms and heterotrophic plate counts; reports test results to state and federal agencies as required; runs additional testing for the water department in the event of complaints from residents (i.e., bad taste in water, odor complaints etc.).

Assists in the development of laboratory protocol, standards and reagents; performs general lab maintenance to assure quality of laboratory environment and equipment, prepares lab equipment and glassware for lab procedures; calibrates laboratory apparatus such as pH meter, D.O. meter, and turbidity meter daily; NH<sub>3</sub> meter, conductivity meter; assures analytical balances and accuracy of daily log entries and report documentation.

Collects all laboratory results and compiles as needed to prepare material for submission to federal and state agencies.

Performs all preparatory functions in anticipation of annual audits; conducts materials inventory, disposes of outdated items; generates comparative studies.

Performs routine laboratory housekeeping as needed to assure a clean and orderly facility.

Performs related duties as required.

## MINIMUM QUALIFICATIONS

1. Education and Experience:
  - A. Graduation from college with a bachelor's in chemistry, biology or some other related field (preferred);
  - AND
  - B. Two (2) years of experience in water/wastewater analysis (preferred);
  - OR
  - C. An equivalent combination of education and experience.
  
2. Knowledge, Skills, and Abilities:

**Working knowledge of** general and standard laboratory procedures, instruments, measurements, and terminology; hazards associated with various chemicals, equipment, organic and inorganic substances; routine chemical tests; interpersonal communication skills; micro and molecular biology and general chemistry. **Working knowledge of** the operation of personal computers and various program applications (i.e., Excel, Word, Corel WordPerfect) suited to data and information management; pre-treatment regulations; treatment plant operations, maintenance, and monitoring techniques; SDS documentation maintenance requirements; industrial waste environmental impact potential.

**Ability to** direct the work of others; utilize various evaluation methods to assure operations quality; understand and interpret various test results; develop effective working relationships with supervisors, co-workers, industry personnel, and the public; keep and maintain various numeric and narrative records in appropriate filing systems; communicate effectively, verbally and in writing.
  
3. Special Qualifications:

Must maintain certification of a state certified class I water, wastewater & soils laboratory.  
Must possess a valid state of Utah Class D driver license.  
Must be proficient at computer operations.  
Must be able to perform all advanced testing procedures in the absence of the Wastewater Treatment Plant Laboratory Director within 6 months.
  
4. Work Environment:

Work performed in a general office/laboratory setting. Some exposure to discomfort in the work place. Intermittent sitting, standing and walking. Subject to harmful chemicals, moving vehicles and possible exposure to industrial waste and pathogens such as typhoid, paratyphoid, dysentery, polio, tetanus, etc. Considerable stress associated with workload and deadline demands. Periodic exposure to heat, cold, dampness, fumes, dust and equipment noise, pumps, motors and moving equipment.

## **EMPLOYMENT APPLICATION PROCEDURES:**

Register online with Utah Department of Workforce Services and submit a Brigham City Corporation application for employment regarding **Job Order# 2669084** and submit application to DWS, 138 W 990 S, Brigham City, UT 84302 or fax to 435-695-2660, Attn: Megan Stauffer or by email to [mstauffer@utah.gov](mailto:mstauffer@utah.gov). Registration and application available at website <https://jobs.utah.gov> for all qualified applicants.

**NOTE:** All Brigham City employees must successfully complete a pre-employment drug test and criminal history check following a conditional offer of employment.

Employees required to drive a motor vehicle as an essential job duty will be required to successfully complete a motor vehicle record (MVR) check following a conditional offer of employment.

**DISCLAIMER:** The above information is intended to describe the general nature of this position and is not to be considered a complete statement of duties, responsibilities, requirements or knowledge, skills & abilities.

**BRIGHAM CITY CORPORATION IS AN EQUAL OPPORTUNITY EMPLOYER**