

4. Supervises the operation and maintenance of on-line water quality instrumentation including particle counters, residual analyzers, turbidimeters, automatic samplers, rain gauges, and all laboratory equipment; develops procedures for preventive maintenance of equipment; establishes quality control for their operation and calibration and recommends purchase/repair/replacement of all equipment.
5. Prepares and submits reports in accordance with local, state and federal regulatory requirements.
6. Handles citizen inquiries regarding general health concerns and drinking water. Responds to complaints on specific water quality problems such as tastes, odors, cloudy water, etc. Conducts tours, develops educational materials and participates in the public information programs for the public schools and the general public.
7. Performs laboratory tests, procedures and analyses. Develops and implements sampling procedures for the optimization of the water and wastewater processes.
8. Acts as technical advisor for professional services contracts.
9. Performs technical research and makes recommendations on equipment or processes to enhance methods and procedures for plant or laboratory operations. Researches information and make recommendations for capital expenditures. Serves on project team as necessary.

ADDITIONAL WORK PERFORMED:

1. Performs other duties as assigned within the scope of the position.

PERFORMANCE REQUIREMENTS (knowledge, skills, and abilities):

- Knowledge of bacteriology, chemistry, related technical sciences, as well as techniques, equipment, and quality control used in the standard analyses of water and wastewater.
- Knowledge of data assessment and management techniques.
- Knowledge of related research methods and sources of current information.
- Strong management skills including planning and organizing, problem solving/decision making, management control, time management, supervisory and interpersonal skills.

- Strong oral and written communication skills. Ability to interact effectively with diverse groups of people such as co-workers, subordinates, outside agencies; and to explain and diffuse situations of conflict.
- Ability to gain a working knowledge of State and Federal regulations related to environmental rules.
- Ability to competently perform the necessary procedures, analyses and microscopic examinations.
- Ability to understand and follow oral and written instructions and formulae.
- Ability to formulate, write, and implement policies and procedures.
- Ability to work independently and accomplish assigned results and goals.
- Ability to conduct research and interpret technical information and manuals.
- Willingness to accept "on-call" status for emergencies.
- Ability to perform the essential functions of the job.

WORKING ENVIRONMENT:

Work is performed in an office and laboratory environment. The laboratory is a moderate risk environment, designed to optimize safe and efficient working conditions. However, hazards are present when working with chemical agents, biological samples and laboratory testing equipment. Employees are required to follow established safety procedures. The work also includes travel between facilities, for site visits, and occasionally to public and professional meetings.

EXPERIENCE AND TRAINING REQUIREMENTS:

Bachelor's degree in public health, environmental science, chemistry, microbiology or related field required. A minor in chemistry or equivalent 24 quarter/16 semester hours must be obtained within two years of hire.

Two years of related laboratory or field experience required. Advanced coursework in an environmental field requiring laboratory research and technical writing may be substituted for one year of experience.

Supervisory or lead worker experience preferred with responsibility for prioritizing/assigning work, training and skills development of staff.

Master's degree in a related area preferred.

Valid Washington State Drivers License and a good driving record.
A three-year driving abstract must be submitted at the time of hire.

NECESSARY SPECIAL REQUIREMENTS:

Certification or ability to meet the certification standards of Washington State in each the following areas:

Laboratory Approval Program for Water Bacteriology
Laboratories within six months of employment (Department of Health).

Water Treatment Plant Operator I within two years of employment (Department of Health).

Wastewater Treatment Plant Operator I within two years of employment (Department of Ecology).

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12/85

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John M. Garner
Director of Public Works