



# CITY OF HOUSTON

## JOB DESCRIPTION

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Job Code: 567.2

Job Title: **FACILITIES TECHNICIAN II**

Pay Grade: 13

### **GENERAL SUMMARY:**

Operates, maintains and monitors wastewater and/or water treatment systems, lift stations and sludge processing equipment to comply with state and federal permits. Performs skilled repair, mechanical duties, and sampling and monitoring of wastewater and/or water systems and components. Performs associated administrative tasks in the operations and maintenance of wastewater and/or water systems and facilities.

### **RESPONSIBILITIES:**

- Operates and maintains the plant's sanitary requirements by skimming clarifiers or treatment modules, scrubbing weirs, cleaning rotary and bar screens, and emptying chemical containment pits.
- Maintains equipment by packing and repacking rotating equipment, removing pump blockages, replacing air filters, lubricating equipment and maintaining the preventive maintenance schedule for the facility.
- Operates and maintains instrumentation and electrical components, such as relamping, maintaining probes, and repairing chloride analyzers, turbidity meters and pH meters.
- Troubleshoots and repairs mechanical, electrical and instrumentation problems as described above, and continues preventive maintenance practices for all areas.
- Maintains the inventory of supplies for the facility. Submits purchase requests for supplies to the Purchasing Division.
- Uses the Computerized Maintenance Management System for monitoring preventive maintenance schedules and retrieving of work orders.
- In wastewater facilities, takes and monitors various readings according to certification requirements, including the Return Activated Sludge Pump, Lower Explosive Levels, Sludge Blanket Levels, Dissolved Oxygen Levels, etc.
- In wastewater facilities, performs sampling duties according to certification requirements, including the Clarifier Effluent, Mixed Liquor Suspended Solids, and chloride samples from effluent before and after dechlorination.
- In ground water treatment plants, operates and maintains pumps, wells and plant process equipment associated with the production and distribution facilities and collects production data to produce reports.
- In surface water treatment plants, operates and maintains plant process equipment, collects process data to produce reports, maintains treatment modules in an aesthetic manner, and assists in sludge plant operations.
- Performs minor repairs on small equipment, such as submersible pumps and motors.

## **RESPONSIBILITIES: (continued)**

- Performs electrical duties under the supervision of a licensed electrician, such as changing ballasts in fluorescent lights, changing the rotation of motors, and testing the integrity of the insulation of electric motors and circuitry.
- Repairs air leaks in the pneumatic pump control systems.
- Performs minor carpentry, plumbing and welding tasks as required.
- Provides general housekeeping for all facilities, including grounds keeping, painting equipment and facilities, and cleaning tools and equipment.

## **SPECIFICATIONS:**

### **KNOWLEDGE:**

Requires a high school diploma or a GED certificate. Requires a valid Class "A" commercial driver's license (CDL) and compliance with the City of Houston's policy on driving.

**Certification:** Requires the appropriate Class "D" operator's certification and the appropriate Class "C" operator's certification within two years from having obtained the required Class "D" certification.

**License:** Must be able to obtain an apprentice maintenance electricians license.

### **EXPERIENCE:**

One year of operational and maintenance experience as a Facility Technician or other equivalent occupation is required.

### **COMPLEXITY:**

Work consists of fairly standard procedures and tasks where basic analytic ability is required, as in the comparison of numbers and simple facts in selecting the correct action.

### **IMPACT OF ACTIONS:**

Errors in work cause some expense and inconvenience. Work is typically performed under moderate to limited supervision with standard operating procedures. The incumbent functions under general review and at times autonomously, with the supervisor available to answer more difficult questions.

### **SUPERVISION EXERCISED:**

#### **Direct Supervision:**

No direct report employees.

#### **Indirect Supervision:**

No indirect reports.

### **CONTACTS:**

#### **Internal Contacts:**

Level of internal contact is primarily with professionals and supervisors. Interaction involves routine information exchange and/or simple service activity requiring common courtesy; e.g., answering questions, giving directions in response to simple requests.

#### **External Contacts:**

Level of external contact is primarily with lower-level service representatives and vendors. Interaction involves routine information exchange and/or simple service activity that requires common courtesy; e.g., directing calls, and answering simple questions.

### **PHYSICAL EFFORT:**

The position involves considerable physical exertion, such as regular climbing of ladders, lifting of heavy objects (up to 80 pounds) on a highly frequent basis and/or assuming awkward positions for long periods of time.

## **SPECIFICATIONS: (continued)**

### **WORK ENVIRONMENT:**

There are frequent exposures to extreme levels of temperature, air pollution, noise pollution, chemical gases and substances, and/or contagious diseases or physical trauma conditions of a short-term disabling nature, such as broken bones or temporary loss of sight or hearing.

### **PHYSICAL SKILL:**

Requires the ability to make closely coordinated eye/hand movements within very fine tolerance and/or calibration demands; or the ability to make rapid closely coordinated eye/hand movements on a patterned response space within somewhat fine tolerance demands; or the ability to make coordinated eye/hand movements within fine tolerances with large equipment as an extension of the worker.

### **MISCELLANEOUS:**

All duties and responsibilities may not be included in the above job description.

### **JOB FAMILY:**

Facilities Technician I  
Facilities Technician II  
Facilities Technician III  
Facilities Technician IV

*Effective Date: July 1999*