Bargaining Unit:

FLSA:

MS Covered

Position Number:

6847

SENIOR LABORATORY TECHNICIAN

DEFINITION

Under general direction, to plan, organize, and coordinate the functions of the Wastewater Treatment Plant laboratory; to provide lead direction for other staff; to perform a variety of technical chemical and biochemical analysis of water, raw and digested sludge, and similar material in accordance with guidelines and requirements established by the State of California and other agencies; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

This is a specialized classification for coordinating the functions of the Wastewater Treatment Plant laboratory and performance of a variety of laboratory tests. This class is distinguished from Laboratory Technician by exercising general responsibility for laboratory testing, quality assurance, and quality control.

REPORTS TO

Laboratory and Environmental Control Supervisor, Public Works Manager - Wastewater

CLASSIFICATIONS SUPERVISED

Provides guidance, direction, and work coordination for Laboratory Technician, Laboratory Assistant, and other staff performing sample collection and laboratory testing.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES (The following is used as a partial description and is not restrictive as to duties required.)

Has general responsibility for the operation of the Wastewater Treatment plant laboratory: performs qualitative and quantitative chemical and biochemical analysis of sewage, water, soil, or other materials, using standardized and predetermined methods; performs routine and specialized tests on raw and digested sludge and water, including volatile and suspended solids, volatile acids, alkalinity, chlorides, biochemical oxygen demand, coliform MPN, standard plate counts, and other tests; develops and administers the laboratory budget; oversees other laboratory staff in laboratory procedures, maintenance of equipment, mixing of solutions, and performance of tests; performs calculations in conducting tests and preparing reports; develops and updates laboratory operating procedures; records test data and maintains on-going records regarding testing and analysis; develops an overall records maintenance system and prepares reports required by other government agencies; develops and modifies a quality control program and maintains quality control records; trains operations staff in sample collection and laboratory testing; ensures adequate inventory of supplies and equipment; maintains the proper cleanliness of the laboratory and laboratory equipment.

TYPICAL PHYSICAL REQUIREMENTS

Occasionally sits; frequently stand, walk, stoop, kneel, and crouch; normal manual dexterity and eye-hand coordination; ability to lift and move objects weighing up to 25lbs.; corrected hearing and vision to normal range; verbal communication; use a variety of laboratory testing equipment; use a computer, office equipment, and telephone.

TYPICAL WORKING CONDITIONS

Work is performed in a laboratory environment, occasionally may work outside; exposure to hazardous materials, gasses, and fumes; exposure to electrical current; continuous contact with other staff.

DESIRABLE QUALIFICATIONS

Knowledge of:

Practices, tools, equipment, and materials used in wastewater facility laboratory testing. Laws, rules, regulations, and requirements governing laboratory operation, testing, and reporting.

Operation and care of a variety of laboratory equipment.

Principles and methods of quality control and assurance.

Preparation of chemical reagents and solutions.

Chemical and biochemical tests used at a wastewater treatment facility.

Safe work practices and procedures.

Work planning, scheduling, and coordination.

Principles of training.

Ability to:

Maintain responsibility and coordinate the functions of a wastewater treatment facility laboratory.

Provide training, guidance, and direction for other staff.

Ensure the proper conduct of chemical and biochemical tests.

Maintain quality control and assurance testing and standards.

Skillfully use a variety of laboratory equipment and conduct tests.

Read and interpret guidelines and directives governing laboratory operations, testing, and quality assurance.

Development and maintain data and records retention systems.

Apply technical knowledge of chemical and biochemical testing.

Ensure proper preparation of required laboratory reports.

Effectively represent the City and wastewater treatment facility in contacts with representatives of other government agencies.

Establish and maintain cooperative working relationships.

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DESIRABLE QUALIFICATIONS (continued)

Education, Training and Experience:

Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be completion of an Associates degree from an accredited college or university with major course work in biology, chemistry, biochemistry, microbiology or other related fields and a minimum of four years full time professional experience in laboratory analysis performing a variety of chemical and biochemical testing and at least one year in a documented leadership position.

Special Requirements:

Possession of, and ability to maintain an appropriate California Driver's License.

Possession of, or ability to obtain within the specified times the following as a condition of employment:

California Water Environment Association or California (CWEA)-Nevada/American Water Works Association (CA-NV/AWWA) certification as a Laboratory Analyst or Water Quality Analyst grade I within one year of appointment.

CWEA or CA-NV/AWWA certification as a Laboratory Analyst or Water Quality Analyst grade II within two years of appointment.

CWEA or CA-NV/AWWA certification as a Laboratory Analyst or Water Quality Analyst grade III within three years of appointment.

Reference: City of Merced Personnel Rules and Regulations, sections 5.05 and 5.07.

The contents of this class specification shall not be construed to constitute any expressed or implied warranty or guarantee, nor shall it constitute a contract of employment. The City of Merced assumes no responsibility beyond the general accuracy of the document, nor does it assume responsibility for any errors or omissions in the information contained herein. The contents of this specification may be modified or revoked without notice. Terms and conditions of employment are determined through a meet and confer process and are subject to the Memorandum of Understanding currently in effect.

APPROVED			DATE November 13, 200	26
	Chairperson, Personnel	Board	, , , , , , , , , , , , , , , , , , ,	