

Job Description

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees are required to follow other job-related instructions and to perform any other job-related duties as requested by their supervisor. Reasonable accommodation may be made to enable individuals with disabilities to perform the job functions described herein.

Job Title: **CCTV Technician**

Department: Transportation &

Pay Grade: Collection 104

FLSA Status: Non-Exempt

JOB SUMMARY

Under general supervision, performs technical and specialized skilled work as related to the lines maintenance functions. Work involves performing internal inspection of the collection system with a camera to evaluate the defects in the system including services; cleaning lines; rating the defects in the line segment; and counting and identifying service location.

ESSENTIAL JOB FUNCTIONS

- Inspects mainlines, lateral lines, and manholes with a camera for closed circuit television (CCTV).
- Uses Global Positioning System (GPS) unit to log sewer features such as clean-outs, manholes, sewer taps, etc.
- Replaces and/or repairs camera equipment.
- Receives and/or reviews various records and reports such as safety training, work orders, and maps.
- Prepares and/or processes various records and reports such as spare parts lists, pre-trips for vehicle, line conditions, and repair work orders.
- Refers to equipment manual, maps, drawings, policy and procedure manuals, codes, laws, regulations, publications, and reference texts, etc.
- Operates a variety of vehicles, machinery, and equipment such as inspection van, cleaning truck, vacuum equipment, lateral camera, electronic locators, etc.
- Interacts and communicates with various groups, individuals, and members of the general public.
- May respond to service calls in emergencies or after hours.
- Assists with by-pass pump set-up.
- Performs other related duties as assigned.

MINIMUM QUALIFICATIONS

Education and Experience:

- High School diploma;
- Two (2) years of related experience; or

- Equivalent education, training, and/or experience.

Licenses or Certifications:

- Valid South Carolina driver's license.
- Must obtain a Class "D" Wastewater Collection System certification within 6 months of hire.
- Must obtain NASSCO PACP, LACP, and MACP certification within six (6) months of employment.

Special Qualifications:

- Able to use or learn to use a variety of tools such as cable roller, camera, tractor, footage counter, etc.; a variety of vehicles, machinery, and equipment such as inspection van, cleaning truck, vacuum equipment, lateral camera, etc.; and a variety of supplies such as light bulbs, bridle, scotchcast resin, general office supplies, etc.

Knowledge, Skills and Abilities:

- Knowledge of the laws, ordinances, standards, and regulations pertaining to the specific duties and responsibilities of the position.
- Knowledge of basic computer systems to include Windows XP, Word, and Excel.
- Knowledge of the common practices, tools, methods, and techniques used for position.
- Knowledge of the occupational hazards and proper safety precautions involved in wastewater treatment operations.
- Skill in use and care of common tools and equipment employed in the maintenance and installation.
- Skill in operating vehicles and machinery used for the position.
- Ability to detect and repair malfunctions in lines.
- Ability to understand and follow oral and written instructions.
- Ability to read and interpret technical materials pertaining to the responsibilities of the job.
- Ability to prepare required records and reports with accuracy and in a timely manner.
- Ability to perform required mathematical calculations with accuracy.
- Ability to establish and maintain effective working relationships as necessitated by work assignments.

PHYSICAL DEMANDS

The work is medium to heavy work. This requires exerting up to 75 pounds of force occasionally; and/or up to 30 pounds of force frequently; and/or a negligible amount of force constantly to move objects. Additionally, the following physical abilities are required: crouching, feeling, grasping, handling, hearing, kneeling, lifting, mental acuity, pulling, pushing, reaching, repetitive motion, speaking, standing, stooping, talking, visual acuity, and walking.

WORK ENVIRONMENT

Works outside in all weather conditions for long periods of time; and exposure to construction and water/wastewater site hazards, traffic, and moving machinery during daily work.

The North Charleston Sewer District has the right to revise this job description at any time and it does not represent in any way a contract of employment. My signature below indicates that I have received and reviewed the above description. I am able to perform the essential functions of my position with or without reasonable accommodation.

Employee Signature

Date

Supervisor (or HR) Signature

Date