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THE YORK WATER COMPANY  
Job Description

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JOB TITLE: Wastewater Technician

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EXEMPT: No

DIVISION: G & A

DEPARTMENT: Operations

LOCATION: Distribution Center and other  
company facilities as necessary

REPORTS TO: Wastewater Superintendency

PREPARED BY: Human Resources

DATE: March 2023

APPROVED BY: COO

DATE: March 2023

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SUMMARY: Responsible for overall operation and maintenance of the Company's wastewater assets in conjunction with Wastewater Superintendency and Senior Wastewater Technician.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

1. Responsible for the efficient and productive operation of all wastewater systems.
2. Remain current on changing technologies, practices, and procedures to improve the operation of the department through classes, seminars, professional meetings, technical journals etc.
3. Ensure the Company meets all wastewater reporting requirements at the local, state, and federal levels.
4. Ensure the safety of surrounding area from hazardous releases by monitoring, assessing, and acting on implementation of new processes, procedures, installation of physical equipment that minimizes or eliminates potential risk of release.
5. Assist in the assessment and due diligence of any future wastewater acquisitions.
6. Be available for 24 hour call out as needed.
7. Perform routine maintenance of system.
8. Complete and submit required paperwork and reports in an accurately and timely.

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9. Consistently demonstrate positive and professional behavior with all individuals contacted on behalf of the Company including employees.

10. Other duties: Perform tasks as directed by Superintendency or Senior Wastewater Technician.

**SUPERVISORY RESPONSIBILITIES:**

None or as directed by Superintendency.

**QUALIFICATION REQUIREMENTS:**

**EDUCATION and/or EXPERIENCE:**

- Associate's degree (A.A.) or equivalent from two-year college or technical school
- Minimum of 2 years related experience in the wastewater industry; or equivalent combination of education and experience.

**CERTIFICATES, LICENSES, REGISTRATIONS;**

- Valid PA driver's license
- Obtain and maintain required wastewater certifications within 1 year of hire

**OTHER SKILLS AND ABILITIES:**

- Ability to interpret documents such as safety rules, drawings, specifications, operating and maintenance instructions, procedure manuals, general business communications, and government regulations
- Strong communication skills, both written and verbal
- Strong customer service skills when dealing with contractors and the general public as needed
- Ability to calculate figures and amounts such as percentages, circumference, and volume
- Strong critical thinking and problem-solving skills
- Ability to work independently
- Proficient use of standard office equipment
- Proficient use of Microsoft Office Suite

**PHYSICAL DEMANDS:**

- The employee must be able to work under stress and work additional hours to meet deadlines and/or meet the requirements of the position during emergencies.
- Ability to sit, stand, stoop, kneel, crouch, climb, walk, and bend
- Ability to see, talk, hear, and actively listen
- Ability to reach with arms and hands
- Dexterity of fingers and hands to use tools and equipment

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- Ability to regularly lift up to 50 pounds
- Ability to drive a company vehicle to and from company facilities
- Ability to ascend and descend stairs
- Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus
- Prolonged periods seated at a desk working on a computer
- Ability to wear personal protective equipment (PPE) including gloves, hard hats, safety glasses, and other PPE as required.

**WORK ENVIRONMENT:**

- While performing the duties of this job, the employee frequently works in outside weather conditions.
- The employee occasionally works near moving mechanical parts and heavy equipment.
- During the course of the work, the employee may be in precarious positions and in small, confined spaces.
- The noise level in the work environment is usually moderate to loud and varies between worksites.

**THIS IS A SAFETY-SENSITIVE POSITION AND WOULD REQUIRE COMPLIANCE WITH ALL APPLICABLE SAFETY GUIDELINES AND REGULATIONS.**