

Town of Dandridge Job Description
Laboratory Technician

DEFINITION

This employee performs routine laboratory analysis and related tasks for the water and wastewater departments. The employee is under the general supervision of the Wastewater Treatment Director.

EQUIPMENT/JOB LOCATION

The employee will use a variety of laboratory equipment including chemicals used in the analysis of water and wastewater. The employee normally works indoors in a laboratory environment and may be exposed to dangerous chemicals and/or fumes. The employee may occasionally work outdoors at a water or wastewater treatment plant or effluent discharge area and may then be exposed to extremes of weather or dangerous chemicals/fumes.

ESSENTIAL FUNCTIONS OF THE JOB

Maintain a clean and orderly laboratory and maintain equipment in clean and properly functioning state.

Performs detailed laboratory analysis on water and wastewater samples from water and wastewater plants, including process control tests and quality control tests.

Collects water and wastewater samples from plants, industrial facilities and other locations.

Provides tests and analysis on stream and river water and on effluent from industrial plants.

Accurately completes and maintains a variety of reports as required by local, state, and federal regulations.

Maintains a quality assurance program that meets the requirements of the Director or various regulators.

Accurately communicates the outcome of testing to the Water and Wastewater Treatment Director in order to provide for adjustment to the facilities.

ADDITIONAL EXAMPLES OF WORK PERFORMED

Calculates percentage of water used and chemical dosage used; takes and tests samples; reads meters and gauges.

May assist with the operation of a water or wastewater treatment facility.

May assist in the repair and maintenance of a variety of equipment.

May help clean water and sewer lines or valves, checks lines and meters for leaks; assists in the repair of leaks.

Performs general maintenance activities at the water or wastewater plant.

Performs other duties as required.

REQUIRED KNOWLEDGE AND ABILITIES

Must have an ability to establish and maintain effective working relationships with city officials and other employees.

Ability to perform bacteriological tests as required by state and federal regulations.

Ability to keep records and prepare clear and concise reports of water and wastewater operations and test results.

Ability to understand and follow moderately complex written and oral instructions, read, write legibly and make accurate arithmetic calculations.

Knowledge of occupational hazards and safety precautions.

QUALIFICATIONS

Graduation from high school, preferably supplemented by courses in chemistry, engineering and water or sewer plant operations.

Some experience in the operation of a water treatment facility and water distribution system is preferred.

Possess or achieve Operator Certification according to the instructions of the Director.

Must possess a valid Tennessee driver's license.