

Definition

Under direction of WWTP Supervisor, the Technical Manager will manage the laboratory department and supervise laboratory support staff.

Distinguishing Characteristics

The laboratory Technical Manager is a supervisory position at the wastewater treatment plant. The Technical Manager is distinguished from a laboratory analyst by the level of education, responsibility, and experience, in the complexity of duties assigned.

Essential Functions

- The Technical Manager will adhere with all governmental regulations. This includes, but not limited to the following: local, state, federal, and The American National Standards Institute (ANSI) TNI requirements.
- Perform routine analysis of chemical and biological tests in a wastewater laboratory. Evaluation of the following: pH, conductivity, dissolved oxygen, biochemical oxygen demand; total suspended solids; and other required laboratory analysis as required for the daily operation of the wastewater treatment plant.
- Continue to perpetuate the quality assurance / quality control laboratory programs as required by TNI requirements.
- Perform field sampling duties; operate, maintain, and calibrate laboratory and field equipment for analysis; and provide training to WWTP Operators in proper sampling and testing procedures.
- Accurately record data and maintain routine documentation, including worksheet entries, sample documentation, chain-of-custody forms, and perform routine quality control checks for data generated.
- Perform technical calculations to derive defensible analytical results.
- Collect and prepare samples for contract laboratories.
- In collaboration with the WWTP manager, prepare computer-generated reports.

Other Functions

- Perform miscellaneous laboratory job-related duties as assigned by the WWTP Manager and District Manager.

Education and Experience

The Technical Manager shall have at least an earned associate degree in the chemical, physical or environmental sciences, or two (2) years of equivalent and successful college education, with a minimum of sixteen (16) college semester credit hours in chemistry. In addition, such person shall have at least two (2) years of experience performing such analysis.

OR

The Technical Manager shall hold a valid treatment plant Grade 3 operators license with a minimum of continuous/exclusive two (2) years of experience testing of environmental samples.

Additional Requirements

Knowledge of chemical and biological tests for wastewater; inspection and sampling techniques; safe and effective procedures for operation of a laboratory; water chemical analysis; personal computer operations and related software pertaining to laboratory analyses.

Ability to prepare and maintain lab reports and records; conduct tests and provide accurate analysis of water and wastewater samples; perform all necessary procedures, reporting and documentation to maintain Environmental Laboratory Accreditation Program certification; establish and maintain cooperative working relationships; operate a personal computer and all related software

Work Schedule

Schedule shall be a 40-hour work week and periodically include weekends and holidays. Additional hours may be occasionally required. Shift work may be implemented in the future.

Licenses Required

Must test and pass the California Water Environmental Association (CWEA) Grade II Laboratory certification within six (6) months of employment.

Must possess and maintain a valid California Class "C" driver's license without restrictions and be insurable.

Salary

Monthly base salary: Range: 61.0 (per KC/SEIU 521 MOU)