



Terrebonne Parish Consolidated Government

JOB DESCRIPTION

POSITION TITLE.....:	Engineering Technician
DEPARTMENT.....:	Public Works
DIVISION.....:	Pollution Control - Administration
CLASSIFICATION/GRADE.....:	Engineering Technician /107
REVISED.....:	01/2018
REPORTS TO.....:	Pollution Control Administrator
REVIEWED.....:	01/2018
WAGES.....:	Hourly

SUMMARY:

Under the direct supervision of the Pollution Control Administrator, the Engineering Technician provides technical support for sub-professional tasks relating to wastewater collection and treatment operations, including but not limited to drafting, obtaining field measurements of systems, providing quality assurance of construction projects, field crew coordinating, field liaison and review/comment of sewer compliance requirements of regulatory agencies.

BASIC FUNCTIONS:

1. Assists in the review and development of plans and procedures to ensure efficient systems operations and recommends improvements and additions.
2. Collects data for analysis and correlates various attributes for operational requirements of division.
3. Develops specifications and estimates for major equipment and material purchases.
4. Assists in field surveys in conjunction with service requests, customer complaints, etc, and prepares reports.
5. Reviews sewer construction plans for compliance with applicable codes.
6. Reviews construction in progress of all system components.
7. Review environmental issues related to permit compliance.
8. Adheres to all safety rules and regulations.
9. Must be willing to work overtime including nights, weekends and holidays and in other areas of division as needed.
10. Assist field personnel in testing integrity of sewer infrastructure.
11. Performs other duties as required within the operational functions of this Division.

OTHER REQUIREMENTS:

1. Knowledge of wastewater collection and treatment systems preferred.
2. Knowledge of computer software programs including Excel Spreadsheet and Word Processing.
3. Must demonstrate aptitude in Math and Science principals.
4. Must possess good oral and written communication skills.
5. Must have ability to read and interpret written and oral instructions, maps, engineering plans and technical drawings.
6. Must possess a valid LA Driver's License.
7. Must have and maintain home telephone service for emergency call-outs purposes.
8. Work indoors and outdoors with exposure to wastewater, inclement weather and other hazardous conditions.

EDUCATION/EXPERIENCE:

1. High school graduate or equivalent (GED) with previous experience in a technical environment. Completion of college curricular is desired.
2. LA DHH-OPH Wastewater Collection and Treatment certification required or ability to attain.