

Job Class Code: 3192	FLSA Status: Exempt
Pay Basis: Salary (Annual)	EEO Category: 2

GENERAL DESCRIPTION OF CLASS

The purpose of the class is to perform chemical and bacteriological testing of water and wastewater samples. The class is responsible for sample collection, preparation, and testing, and reporting. The class works within a general outline of work to be performed; develops work methods and sequences under general supervision.

TYPICAL TASKS

- Participates in the collection and preparation of water and wastewater samples for chemical and bacteriological analyses.
- Performs chemical analysis of water using state of the art instrumentation.
- Calibrates and maintains laboratory instruments.
- Maintains quality control records and files bacteriological records.
- Handles customer complaints and inquiries concerning water quality issues; refers unusual problems to supervisor.
- Conducts special tests called for by supervisor or state authorities.
- Maintains cleanliness of work area, laboratory equipment, glassware, and other instruments.
- Assists coworkers in using new or complicated methodologies.
- Maintains adequate inventory of laboratory reagents and supplies.
- Prepares laboratory reagents to be used by laboratory personnel and Water Treatment Plant Operators.
- Gathers and maintains information/data to support periodic and special reports.
- Performs other related duties as assigned.

GENERAL STANDARDS

Data Involvement	Gathers, organizes, analyzes, examines, or evaluates data or information and may prescribe action based on such data or information.
Interpersonal/People Involvement	Persuades or influences others in favor of a service, point of view, or course of action; may enforce laws, rules, regulations, or ordinances.
Reasoning Requirements	Performs coordinating work involving guidelines and rules but solves problems constantly.
Mathematical Requirements	Uses mathematics involving the practical application of fractions, percentages, ratios and proportions or measurements, logarithmic, or geometric construction; may use algebraic solutions of equations and inequalities, descriptive statistics, deductive geometry, plane and solid, and rectangular coordinates, or mathematical classifications or schemes.
Mental Requirements	Performs professional level work requiring the application of scientific methods in the solution of scientific problems; requires continuous, close attention for accurate results and frequent exposure to unusual pressures.
Decisions/Supervisory Control	Directs actions of others, making decisions almost constantly, affecting coworkers, customers, and others in the general public.

EDUCATION, EXPERIENCE AND SPECIAL REQUIREMENTS

Vocational/Educational Requirement	Requires a bachelor's degree in biology, chemistry, or a closely related field.
Experience	In addition to satisfying the vocational/education standards, this class requires a minimum of one year of related, full-time equivalent experience.

Special Certifications and Licenses	Requires a valid driver's license and a driving record that is in compliance with City Driving Standards.
Special Requirements	Employees may be expected to work hours in excess of their normally scheduled hours in response to short-term department needs and/or City-wide emergencies. Emergency operations support work and work locations may be outside of normal job duties.

AMERICANS WITH DISABILITIES ACT (ADA) REQUIREMENTS

The City of Chesapeake is an Equal Opportunity Employer. ADA requires the City to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

This is a class specification and not an individual position description. A class specification defines the general character and scope of duties and responsibilities of all positions in a job classification, but is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.

Revised 07/14/2020