



**DATE ISSUED:** 06/07  
**FLSA:** Non-Exempt  
**PTO:** COVS

## **JOB DESCRIPTION**

### **TITLE**

Water Treatment Technician

### **JOB SUMMARY**

Performs routine maintenance and repair duties in the treatment and control of water related facilities. Monitors water levels and chemical balance of contained water. Work is performed under general supervision and performance is based upon completion of assignments and results obtained. The performance evaluation is conducted through the performance evaluation system and in accordance with the University Policies & Procedures.

### **ORGANIZATIONAL RELATIONSHIPS**

*Reports to:* Supervisor, Central Plant

*Supervises:* No supervisory responsibilities

### **PRIMARY DUTIES - May include, but not limited to the following:**

Maintains water levels of water towers, water chillers, hot water systems, swimming pools, and fountains.

Assist with operation of Central Plant on rotating shift including weekends and holidays.

Adjusts pH and chemical balance of water.

Provides water samples for testing.

Performs simple plumbing and electrical procedures and repairs.

Prepares reports and information.

Installs, maintains, and repairs water treatment equipment.

Observes prescribed work and safety rules.

Assists other crafts in Central Plant as requested.

### **ADDITIONAL DUTIES**

Orders chemicals and supplies for water maintenance.

Performs other duties as requested.

**EDUCATION**

High school diploma or equivalent required.

**EXPERIENCE**

Two years experience in water treatment or a related field. Related education may substitute for up to one year of the required experience on a year-for-year basis.

**REQUIREMENTS**

Valid Texas driver's license and a safe driving record such as required to attain Driver's Authorization through the university.

**KNOWLEDGE, SKILLS, AND ABILITIES - The following are essential:**

- Knowledge of methods and techniques in water chemistry.
- Knowledge of and ability to use tools and equipment related to craft and job assignments.
- Ability to effectively communicate orally, both in person and by telephone.
- Skill in the use of lifts, dollies, diagnostic equipment, drills, screwdrivers, wrenches and related tools of the trade.
- Ability and skill to safely operate a university provided vehicle.
- Ability to use a personal computer and other office equipment.
- Ability to respond to emergency situations in a timely manner.

**PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; climb stairs; talk or hear. May be required to sit for long periods of time. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus. May be required to lift, carry, push, pull or drag approximately 50+ pounds.

**WORK ENVIRONMENT**

Employees are responsible for maintaining an environment that is free from discrimination, intimidation, coercion or harassment, including sexual harassment. Work is performed indoors and/or outdoors. The noise level is usually moderate to loud. Work is performed in a Plant environment. Exposure to any number of elements and may be required to work in conditions including cold, heat, temperature swings, noise, outdoors and indoors, in trenches, and around mechanical, electrical, explosive, fume/odor, dust/mites, chemical, and toxic waste hazards. May be required to work in locations that involve hazardous environments requiring protective equipment that conforms to OSHA regulations and some physical discomfort due to temperature, dust and noise. May be required to work in confined spaces, on ladders and rooftops, and in adverse weather conditions.

**SAFETY**

Assists in the creation of a culture of safety and environmental protection by performing work safely in accordance with departmental safety procedures. Operates equipment safely and reports any unsafe work conditions or practice to supervisor.

*The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.*

**Employee Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

***Texas Woman’s University strives to provide an educational environment that affirms the rights and dignity of each individual, fosters diversity, and encourages a respect for the differences among persons. Discrimination or harassment of any kind is considered inappropriate.***

***Texas Woman’s University is committed to equal opportunity in employment and education and does not discriminate on the basis of race, color, religion, sex, sexual orientation, or ethnic origin, age, veteran’s status, or against qualified disabled persons.***

***All positions at Texas Woman’s University are deemed security sensitive requiring background checks.***