

**Greater Peoria Sanitary District
Position Description**

Job Title:	Laboratory Technician II	FLSA Classification:	Nonexempt
Department:	Operations	Salary Grade:	2
Division:	Operations	Salary Range:	\$40,804-\$64,890
Section:	Compliance	Replaces Copy Dated:	05/01/2009
Date:	05/01/2023		

Reports to: Laboratory Coordinator

Supervises: N/A

Position Type and Expected Hours of Work:

- Full-time (forty (40) hours per week); Monday through Friday (7:00 a.m.-3:30 p.m.).
- Overtime occasionally required.

Work Environment: Both indoors (cubicle in open office setting and laboratory) and outdoors (including, but not limited to, an industrial environment).

Travel: Frequent daily travel

Summary/Objective: Performs technical work of a routine and non-routine nature in various phases of wastewater treatment. Assists in the administration of the pretreatment program.

Duties/Responsibilities:

- Performance of wet chemistry and analytical testing.
- Performs annual quality control testing requiring a high degree of accuracy.
- Computes and enters data and prepares all required reports.
- Reviews and confirms correctness and accuracy of all laboratory and plant data and reports.
- Maintains laboratory and record files.
- Cooperatively trains and assists others in the performance of analyses and techniques.
- Prepares stock and standard solutions, performs microbiological examinations and fecal coliform plate counts.
- Conformance with District policy, Laboratory Chemical Hygiene plan, and all other safety and health rules and regulations.
- Performs inspections and compliance tasks, sampling, sample testing, site investigations, and administrative tasks as assigned.
- Perform other duties as required or assigned.

Competency:

- Must have strong organizational skills.
- Must have strong interpersonal skills and be articulate and professional when dealing with coworkers, contractors, and vendors.
- Must be comfortable working within an industrial facility.

- Must be self-motivated and disciplined.
- Must have a substantial attention to detail and quality assurance.
- Must analytically solve problems, from problem recognition and definition to solution.
- Must be capable of working in confined spaces, including CPR/First Aid/AED certification.

Physical Demands:

- Perform bending, sorting, kneeling, standing for long periods of time, and reaching to both ground level and overhead.
- Must be able to lift and carry fifty (50) pounds at a time.
- Prolonged periods sitting at a desk and working on a computer.

Required Education and Experience:

- Bachelor's degree from accredited four-year college or university in environmental science, chemistry, biology, or other subject related to position.
- Two years of experience working in a laboratory performing chemical, biochemical, or microbiological analyses.
- Must be fully qualified and licensed to operate motor vehicles (Class D license).
- Must be sufficiently competent in the use of computing and communication devices so as to be supportive of the District's information systems.

Preferred Education and Experience:

- Prior experience working in either a water treatment or wastewater laboratory.
- Prior experience in either the operations or engineering of a utility company or an industrial facility.
- A valid Class I certificate as a sewage treatment works operator as issued by the Illinois Environmental Protection Agency (IEPA).

Disclaimer: This position description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee. Duties, responsibilities, and activities may change or new ones may be assigned at any time with or without notice.